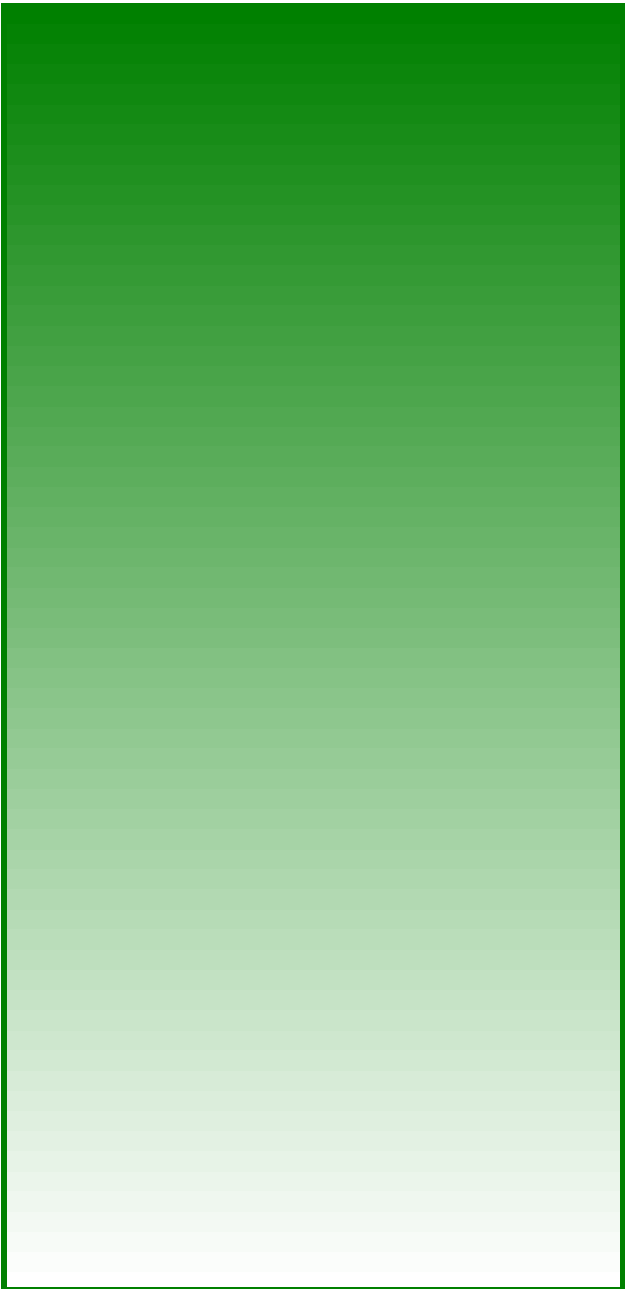


U.S. Department of Justice
Office of Justice Programs
Violence Against Women Office

OJP



Violence Against Women Office Technical Assistance Program

Fiscal Year 2000 Application & Program Guidelines

**Application
Deadline: March 20, 2000**

**U.S. Department of Justice
Office of Justice Programs
Violence Against Women Office**
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**Office of Justice Programs
World Wide Web Homepage:**
<http://www.ojp.usdoj.gov>

**Violence Against Women Office
World Wide Web Homepage:**
<http://www.ojp.usdoj.gov/vawo>

Application Checklist

January 2000

Dear Colleague:

The Violence Against Women Office (VAWO) is currently accepting applications for funding to provide technical assistance to VAWO grantees under the fiscal year (FY) 2000 Technical Assistance Program. The closing date for submitting your application is ***March 20, 2000, and all applications must be submitted electronically through the new OJP Grants Management System (GMS)***. Instructions for applying through GMS can be found in the beginning of the enclosed document under *Quick-Start Guide to Using GMS*. You may also call our toll-free assistance line for help: 1-888-549-9901.

Applicants for the FY 2000 Technical Assistance Program will be selected through a competitive process in which proposals will be reviewed for consistency with the goals and objectives outlined in the solicitation. Because of the significant number of existing technical assistance grantees and limited funding, VAWO can provide continuation support to some FY 1998 and FY 1999 grantees that have successfully implemented the objectives of the Technical Assistance Program. VAWO also intends to fund a limited number of new applicants for FY 2000. Submission of an application does not guarantee funding.

Copies of the application are also available through our website at www.ojp.usdoj.gov/vawo. If you have any questions, please contact VAWO at 202-307-6026. We look forward to hearing from you soon.

Bonnie Campbell, Director
Violence Against Women Office

enclosure

Use this checklist to make sure your application is complete. Failure to include any of the following items may result in disqualification of your application. For assistance in completing your application online, call toll-free, 1-888-549-9901.

- G** *Application for Federal Assistance* (SF 424) found in Appendix A. This form must be signed by someone authorized to apply for and accept federal grant funds on behalf of the legal applicant.
- G** One-page abstract summarizing the proposed project.
- G** Project narrative not to exceed 10 double-spaced pages.
- G** A memorandum of understanding (MOU) signed by authorizing officials from all collaborating organizations (i.e., nonprofit, nongovernmental victim advocacy organizations and criminal justice agencies).
- G** Signed *Assurances* found in Appendix B.
- G** Signed copies of *Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drugfree Workplace Requirements* found in Appendix B.
- G** A letter to the Assistant Attorney General (Laurie Robinson) of the Office of Justice Programs certifying that these funds will supplement and not supplant existing funds (see Appendix C for a sample letter).
- G** A completed *Budget Detail Worksheet* (Appendix D).
- G** A description of projects funded by other program offices and bureaus in the Office of Justice Programs, the Office of Community Oriented Policing Services, and other federal agencies.

All applications must be submitted electronically through OJP's Grants Management System (see instructions that follow). Applications will be accepted immediately but no later than the close of business (5:30 EST) Wednesday, March 20, 2000.

Quick-Start Guide to Using the Office of Justice Programs Online Grants Management System

- ◆ **Step 1.** Using your Internet account,* go to www.ojp.usdoj.gov/fundopps.htm to find the *GMS Applicant User's Manual*. You will also find a direct link from this site to the OJP Grants Management System (GMS), which will provide online "help" screens.
- ◆ **Step 2.** Select "Logon to the Grants Management System (GMS)" to begin your online application.
- ◆ **Step 3.** Click on "New User? Register Here."
- ◆ **Step 4.** Follow the on-screen instructions to register with GMS. Once you receive confirmation that you are eligible to apply, you simply follow instructions to submit your application online.

Questions about GMS? Call the GMS hotline at 1-888-549-9901.

**Your organization must have an Internet account to apply for funding from the Office of Justice Programs. To learn how to open an account, call the GMS hotline at 1-888-549-9901.*

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I. INTRODUCTION

The Violence Against Women Office (VAWO) of the Office of Justice Programs, United States Department of Justice was created in 1995 to implement the 1994 Violence Against Women Act (VAWA) and to lead the national campaign against domestic abuse, sexual assault, and stalking crimes. Since its inception, VAWO has launched a comprehensive and multifaceted approach to implementing VAWA to ensure enforcement of the new federal criminal statutes contained in the 1994 Act and related laws, formulating federal policy pertaining to civil and criminal justice for women, and administering VAWA formula and discretionary grants to help states, territories, tribes, and local communities transform the way in which their criminal justice systems respond to violent crimes against women. Additionally, VAWO works with victim advocates, law enforcement, and criminal justice representatives in developing grant programs that support the provision of a wide range of services to victims of domestic violence, sexual assault, and stalking: legal aid, law enforcement protection, emergency shelter, and advocacy are among them.

By forging partnerships among police, courts, the judiciary, and local service providers, VAWA grants help provide victims with the protection and services they need to pursue safe and healthy lives and enable communities to hold offenders criminally accountable for their violence. The intent of the VAWO Technical Assistance Program is to reinforce the work of VAWA grantees and build the capacity of national criminal justice and victim advocacy organizations to respond effectively to violence against women.

II. SCOPE OF THE TECHNICAL ASSISTANCE PROGRAM

VAWO's Technical Assistance Program supports recipients of the following grant programs:

- A. ***S*T*O*P Violence Against Women Formula Grants*** are awarded to states and territories to develop and strengthen the criminal justice system's response to violence against women and to support and enhance services for victims. States are encouraged to develop and support local projects through subgrants to community-based public and private agencies, including tribal governments.
- B. ***Rural Domestic Violence and Child Victimization Enforcement Grants*** are designed to improve and increase services available to women and children in underserved areas by encouraging community involvement in developing innovative, coordinated responses to domestic violence and child maltreatment. Rural state and local governments, tribal governments, and public and private organizations in rural areas are eligible for grants.
- C. ***Grants to Encourage Arrest Policies*** are awarded to states, territories, tribal governments, and units of local government to promote a coordinated community response to domestic violence as a serious violation of criminal law. The program

requires partnerships among nonprofit, nongovernmental victim advocacy organizations and agencies throughout the criminal justice system.

- D. *Domestic Violence Victims' Civil Legal Assistance Grants*** strengthen civil legal assistance for victims of domestic abuse through innovative, collaborative programs that partner private legal practitioners, legal services providers, and domestic violence organizations. Funds may be used to support or provide direct legal services on behalf of victims of domestic violence in civil matters related directly to the domestic violence.
- E. *Grants to Combat Violent Crimes Against Women on Campuses*** encourage institutions of higher education to adopt coordinated community responses to violence against women on campus in partnership with nonprofit, nongovernmental victim advocacy organizations and local criminal justice or civil legal agencies. Schools receiving funds through this program must address the underlying causes of such violence by instituting intervention and prevention programs that seek to change the attitudes and beliefs that permit and often encourage these crimes.

In addition to working closely with VAWA grantees, the Technical Assistance Program offers professional development opportunities to victim advocates, judges, law enforcement officers, prosecutors, and other criminal justice professionals from jurisdictions receiving VAWA grants and addresses issues of special interest to VAWO and to VAWA grantees. Applicants may therefore propose to develop technical assistance projects to support the following programs and issues:

- S*T*O*P (services, training, officers, prosecutors) Violence Against Women Formula Grants
- Rural Domestic Violence and Child Victimization Enforcement Grants
- Grants to Encourage Arrest Policies
- Domestic Violence Victims' Civil Legal Assistance Grants
- Grants to Combat Violent Crimes Against Women on Campuses
- Professional development for criminal justice personnel and advocates
 - Capacity-building for state coalitions and victim advocacy groups
 - Education and resources for prosecutors
 - Education and resources for law enforcement
 - Judicial education
 - Other
- Issues of special interest to VAWO and VAWA grantees
 - Intra- and interstate and tribal enforcement of protection orders and implementation of the full faith and credit provision of VAWA

- Judicial oversight, graduated sanctions, and intense supervision to enhance offender accountability and victim safety
- Community-driven initiatives to address violence against women among diverse and underserved populations
- Fatality review of domestic violence homicide cases
- Partnerships between business communities and criminal justice systems to enhance victim safety
- Community policing to address violence against women
- Police department initiatives to address the problem of police officers who are perpetrators of domestic violence.
- Collaboration among advocates for domestic violence victims, child protection agencies, and criminal justice agencies
- Development and implementation of coordinated initiatives to address stalking

III SCOPE OF WORK

VAWO will fund a constellation of technical assistance projects to support the activities of its grantees and to forge strong partnerships among organizations that have not traditionally worked together to address domestic violence, sexual assault, or stalking. (See Sections IV through IX for details on the technical and administrative requirements with which applicants must comply.)

VAWO will enter into *18-month-long cooperative agreements* with public and private nonprofit, nongovernmental organizations (e.g., victim advocates, criminal justice and law enforcement groups, and other subject matter experts) who will use a variety of means to provide technical assistance. Grantees will learn from national experts and each other how best to develop and implement locally responsive programs. Technical assistance initiatives supported by VAWO must:

- Be developed as collaborative efforts among nonprofit, nongovernmental victim advocacy organizations and police or judicial, prosecutorial, or other criminal justice organization. Partnerships should be based on meaningful, formal, and respectful collaborations that recognize the distinct role of each professional. Each applicant must submit a memorandum of understanding (MOU) to VAWO signed by authorizing officials of all partner organizations. (See Section VI for more detail on MOUs.)
- Reach a range of grantees, bringing victim advocates and criminal justice professionals together in ways that challenge them to consider different perspectives and new solutions to the complex problems they confront.

- Reflect an understanding of the positive, systemic, social, and cultural changes that are needed to stop violence against women.
- Incorporate the experiences of survivors and victim advocates.
- Include strategies for creating and implementing culturally appropriate responses that ensure victim safety and offender accountability.

Technical assistance strategies that are encouraged include but are not limited to the following:

- Development and dissemination of state-of-the art resource materials.
- Partnership- and team-building opportunities for advocates and criminal justice professionals.
- Computer-facilitated training.
- Institutes, workshops and conferences to share the development and implementation of promising practices and model policies and protocols.
- Small, topic-specific workshops and other interactive educational forums.
- Invitational meetings to debate and discuss complex issues.
- Peer-to-peer consultations and mentoring programs.
- On-site consultations to share promising practices.
- Community-based and community-driven forums to identify violence prevention and intervention strategies.

In addition, VAWO encourages applicants to design educational initiatives that are interactive and experiential and that seek to change values and attitudes that have traditionally prevented victim advocates and criminal justice professionals from responding effectively to sexual assault, domestic violence, and stalking. Applicants proposing education programs should discuss in detail the adult education methods they will use to promote new insight, knowledge, skills, and abilities in the individuals with whom they propose to work.

A. TECHNICAL ASSISTANCE TO VAWO GRANTEEES

1. S*T*O*P Violence Against Women Formula Grants

S*T*O*P Violence Against Women Formula Grants are awarded to every state and territory to develop comprehensive, coordinated community responses to sexual assault, domestic

violence, and stalking crimes. As of July 1999, the STOP program had funded through the states and territories almost 4,500 subgrantees with appropriations from FY 1995-97. Grantees and subgrantees are encouraged to address violence against women through law enforcement and prosecution strategies and to develop and enhance services for victims. In FY 2000, VAWO will fund a primary technical assistance project to meet the needs of STOP grantees and subgrantees as identified by state STOP administrators and leaders of state domestic violence and sexual assault coalitions (see Appendices F and H). Applicants should describe in detail how they propose to meet these needs and should incorporate at least the following activities in their approach to providing technical assistance:

- At least one national meeting for STOP administrators.
- On-site consultations with STOP administrators and designated subgrantees from jurisdictions that are successfully implementing promising practices.
- Peer-to-peer consultations.
- Workshops to build long-range, crossdisciplinary collaboration among victim advocates, state agencies administering STOP funds, and all branches of the criminal justice system.
- Workshops highlighting promising practices in victim advocacy and victim services, law enforcement, prosecution, the courts, pretrial services, and probation and parole.
- Workshops on strategic planning and enhancement of state plans.
- Workshops on statewide coordination of VAWA grant funds, Victims of Crime Act funds, and other federal funding to help victims of sexual assault, domestic violence, and stalking.
- Workshops on evaluation of state and local projects.
- Workshops on issues identified as priorities by state STOP administrators and executive directors of sexual assault and domestic violence coalitions.
- Telephone and e-mail consultations and dissemination of promising practices and other materials through the mail and VAWO's website at <http://www.ojp.usdoj.gov/vawo>.

2. Rural Domestic Violence and Child Victimization Enforcement

The Rural Domestic Violence and Child Victimization Enforcement Grant Program focuses on the unique characteristics and needs of rural communities in addressing domestic abuse

and child victimization. The ability of abused rural women and children to access the criminal justice system and services is limited by the geography and culture of rural environments, which in turn impede rural justice systems and agencies from providing essential services.

A major concern for programs in rural areas is the isolation felt not only by victims but by service providers and criminal justice professionals as well. Just as it is critical for victims to feel safe, it is important that rural advocates and criminal justice professionals have ongoing support and resources.

In FY 2000, VAWO will support a technical assistance project dedicated to serving grantees of Rural Domestic Violence and Child Victimization Enforcement Grants from approximately 140 jurisdictions. Applicants should describe in detail how the technical assistance they propose to provide would help grantees overcome obstacles to creating coordinated programs for victims of domestic abuse and child maltreatment that involve health care, social service, and criminal justice systems. Technical assistance should be innovative and make use of all resources available to the grantees and provider. Technical assistance should assist rural grantees with the following:

- Developing and implementing policies, protocols, and services to identify and intervene early in domestic violence and child victimization cases and to promote prevention.
- Increasing the safety of victims and their access to services.
- Enhancing the investigation and prosecution of domestic violence and child abuse cases.
- Developing and implementing creative and comprehensive strategies for enhancing community understanding of domestic violence and child victimization by drawing on the unique characteristics and resources of rural jurisdictions.
- Developing community awareness, education, and prevention campaigns and strategies.

Areas of technical assistance identified by rural grantees and experts in the field include the following:

- Establishing supervised visitation centers or strengthening existing ones.
- Addressing the intersection between domestic violence and child maltreatment.
- Organizing communities in rural areas.

- Developing law enforcement and prosecution strategies.
- Developing strategies for judges, the courts, and probation personnel in rural communities.
- Providing alternative shelter services in rural areas.
- Addressing safety and liability issues for criminal justice professionals and victim advocates working in remote or rural areas.
- Addressing the appropriate use of technology to minimize the effects of geographic isolation.
- Providing specialized training for rural advocates and others.
- Implementing community-driven initiatives for diverse, often underserved victims of domestic violence.
- Addressing effective collaboration between criminal justice agencies and victim advocacy programs.

Project activities should include but not be limited to the following:

- Workshops and other educational forums for teams of victim advocates, law enforcement officers, prosecutors, judges, and others from grantee jurisdictions.
- National promising practices conferences.
- Peer-to-peer consultations and mentoring programs.
- On-site consultations.
- Telephone and e-mail consultations and dissemination of materials and information through the mail and VAWO's website at <http://www.ojp.usdoj.gov/vawo>.

3. Grants to Encourage Arrest Policies

Grants to Encourage Arrest Policies support jurisdictions that are implementing mandatory or proarrest policies as an effective intervention that is part of a coordinated

community response to domestic violence. The program assumes that the arrest of a batterer will leverage the coercive and persuasive power of the criminal justice system to ensure victim safety and manage the behavior of violent offenders.

Grantees must demonstrate through memoranda of understanding that they have adopted plans for comprehensive, coordinated community responses to domestic violence and that they are committed to establishing or maintaining formal collaboration among nonprofit, nongovernmental domestic violence programs (e.g., local battered women's shelters, advocacy organizations, or domestic violence coalitions) and representatives from law enforcement, prosecution, the courts, probation and parole, or other criminal justice agencies.

In FY 2000, VAWO will fund a primary technical assistance project to support more than 180 recipients of Grants to Encourage Arrest Policies. The technical assistance initiative will provide comprehensive aid to Arrest grantees as they work toward collaboration and a coordinated community response to domestic violence. A priority of this technical assistance effort will be to bring teams of victim advocates, law enforcement officers, prosecutors, judges, probation officers, and other criminal justice professionals together to seek and adopt effective strategies for collaboration, including advocacy-based and community-driven solutions. At a minimum, the technical assistance initiative should address the following:

- Building a coordinated community response to domestic violence.
- Developing and maintaining formal, respectful collaborations among nonprofit, nongovernmental victim advocate groups and criminal justice entities.
- Developing standardized policies in the criminal justice system and the community for responding effectively to domestic violence.
- Enforcement of intra- and interstate and tribal orders of protection.
- Understanding victim advocacy and the role of public and private victim and legal advocates.
- Community-driven initiatives on the needs of underserved victims of domestic violence.
- Methods and strategies for creating systemic, cultural, and individual change.
- Effective law enforcement and prosecution strategies.
- Methods for enhancing victim safety, safety planning, and lethality assessment.

- Community-driven support for victims of domestic violence.
- Community-driven sanctions for perpetrators of domestic violence.
- Judicial oversight, sentencing, and sanctions for men who batter.
- Effective probation strategies and supervision of men who batter.
- Monitoring and evaluating project progress and success.

Strategies for providing technical assistance under the Grants to Encourage Arrest Policies Program should include the following:

- Workshops and other educational forums for teams of victim advocates, law enforcement officers, prosecutors, judges, and others.
- Peer-to-peer consultations and mentoring programs.
- On-site consultations with jurisdictions that have been successful in implementing promising practices.
- Telephone and e-mail consultations and dissemination of materials and information through the mail and VAWO's website at <http://www.ojp.usdoj.gov/vawo>.

4. Domestic Violence Victims' Civil Legal Assistance Grants

Domestic Violence Victims' Civil Legal Assistance Grants are designed to strengthen civil legal assistance for victims of domestic abuse through innovative, collaborative programs that reach more battered women than previously served and on a broader range of issues than typically addressed. Funds may be used to support or provide direct legal services to victims of domestic violence in civil matters related directly to the domestic violence, including but not limited to assistance in obtaining, modifying, or enforcing civil protection orders; divorce or legal separation; spousal and child support; child custody and visitation; administrative matters, such as access to benefits; housing and landlord-tenant matters; and matters related to employment, including unemployment compensation proceedings.

All direct legal services organizations applying for funding through this program are required to collaborate formally with domestic violence victim advocacy groups from the community served to develop and implement a civil legal assistance program for domestic violence victims. Before developing programs, advocacy and legal services organizations should

identify jointly the areas of greatest need for civil legal representation and develop effective and appropriate crosstraining of legal and advocacy staff to ensure effective advocacy. The advocacy organizations should train lawyers on the dynamics of domestic violence initially and throughout the duration of the grant program. This collaboration should reflect the active, ongoing role of the domestic violence victim advocacy organization in the project.

In FY 2000, VAWO will support technical assistance projects dedicated to meeting the exclusive needs of approximately 142 recipients of Domestic Violence Victims' Civil Legal Assistance grants. Applicants should provide detailed information on how the proposed technical assistance project would assist grantees with developing comprehensive civil legal assistance programs designed specifically to increase the safety of battered women and effectively address the array of civil legal issues connected to domestic violence. Applicants should outline how they intend to build the capacity of grantees to achieve the following:

- Establish or strengthen law school clinical programs that provide direct legal representation to domestic violence victims in civil cases.
- Establish or strengthen direct legal services programs to make a broad range of civil legal assistance readily available to domestic violence victims.
- Establish or strengthen legal advocacy programs operated out of or under the direct auspices of domestic violence victim advocacy organizations and shelters.
- Establish collaborative efforts among domestic violence victim advocacy organizations and local agencies (e.g., police departments, prosecutors' offices, or the courts), community service agencies or businesses (e.g., public housing agencies, hospitals and health clinics, public schools, and public libraries) to provide on-site legal advocacy and/or legal assistance information in places victims of domestic violence are likely to access.
- Establish or strengthen programs to recruit, train, and coordinate the work of attorneys who will provide *pro bono* civil legal assistance to domestic violence victims.

Strategies for providing technical assistance to recipients of Domestic Violence Victims' Civil Legal Assistance grants should include the following:

- Workshops and other educational forums addressing screening; interviewing; safety planning; confidentiality; victim contacts; and civil remedies for teams of victim advocates, criminal justice agencies, attorneys, law students, judges, and others.
- Peer-to-peer consultations and mentoring programs.

- Strategies for promoting collaboration between victim services and legal services.
- On-site consultations to jurisdictions that have been successful in implementing promising practices or need assistance with implementing their project.
- Telephone and e-mail consultations and dissemination of materials through the mail and VAWO's website: <http://www.ojp.usdoj.gov/vawo>.

5. Grants to Combat Violent Crimes Against Women on Campuses

Violence against women on campus is among the most underreported of violent crimes in the country. According to research supported by the National Institute of Justice, 81 percent of sexual assaults that occur on college campuses are not reported to police, even though an estimated 5 percent of college women will be victimized each year. Under the Grants to Combat Violent Crimes Against Women on Campuses program, VAWO encourages institutions of higher education to address sexual assault, domestic violence, and stalking of women on college campuses by adopting comprehensive programs of public education, victim service provision, and accountability for perpetrators of these crimes.

In FY 2000, VAWO will fund a technical assistance project to support 21-45 college and university grantees. The technical assistance should reflect an understanding of the unique environment in which college and university women live and work and should demonstrate how it will help schools address the social norms that underlie violence against women on campus.

Applicants for campus technical assistance grants must demonstrate the following capabilities: substantive expertise on violence against women, training capacity, and an understanding of college and university grantees of Grants to Combat Violent Crimes Against Women on Campuses. Applicants are encouraged to use a variety of methods to reach grantees, including training institutes, one-on-one assistance and support, and information-sharing. Applicants should address how they intend to build the capacity of grantees to achieve the following:

- Develop and implement policies, protocols, and strategies to promote the early identification, intervention, and prevention of violence against women on campus.
- Strengthen comprehensive, campus-based advocacy programs offering services to victims, including shelter and follow-up services. Educate providers about victim safety, confidentiality, and privacy issues.
- Develop campuswide education programs and prevention strategies, using social marketing strategies and targeting specific audiences.

- Develop programs for nontraditional students and other underserved populations on campus.
- Establish training programs for campus disciplinary boards to improve their responses to violence against women.
- Establish mandatory training for campus police to respond effectively to sexual assault, domestic violence, and stalking and to hold perpetrators accountable for their acts.
- Establish mandatory prevention and education programs about violence against women for all incoming students, working collaboratively with campus- and community-based victim advocacy organizations.
- Establish stalking prevention programs, including cyberstalking prevention.
- Increase collaboration among campus-based groups, local criminal justice or civil legal agencies, and victim advocacy programs.
- Strengthen sexual assault programs, including strategies to address drug-facilitated sexual assault and to establish campus-based sexual assault nurse examiner (SANE) programs.
- Develop, install, or expand data collection and communication systems, including computerized systems linking campus security to local law enforcement to facilitate the identification and tracking of arrests, protection orders, violations of protection orders, prosecutions, and convictions.
- Provide capital improvements (including lighting and communications facilities but not construction of buildings) on campuses as one portion of a comprehensive program.
- Evaluate campus programs addressing violence against women.
- Establish statewide consortia.

Technical assistance strategies for recipients of Grants to Combat Violent Crimes Against Women on Campuses program could include the following:

- Workshops and other educational forums for multidisciplinary teams, including campus-based advocates, police, students, professors, and administrators.

- Training institutes of 2 to 3 days in length.
- Teleconferencing and video-conferencing calls.
- On-site technical assistance visits.
- Ongoing technical assistance by telephone
- Written and video materials, including information packets, audiotapes, handbooks, curricula, and videos.
- Peer-to-peer consultations and mentoring programs.

B. TECHNICAL ASSISTANCE FOR PROFESSIONAL DEVELOPMENT

VAWO is interested in funding technical assistance projects to provide education and professional development opportunities to victim advocates and criminal justice professionals. Initiatives that propose using experiential learning and other innovative teaching strategies are strongly encouraged and may include but are not limited to the following:

1. Capacity-building for state coalitions and victim advocacy groups

VAWO will fund technical assistance to strengthen advocacy-based activities among states, tribes, and local communities. These efforts may include but are not limited to the following:

- \$ Multistate or regional leadership development forums for victim advocates, survivors, and criminal justice representatives from communities of color and other underserved populations.
- \$ Meetings, workshops, and resources on organizational development strategies, including personnel, financial, and grant management techniques, for victim advocacy and victim service groups.
- \$ Workshops for victim advocates on community collaboration.
- \$ Policy development workshops that bring together advocates, state STOP program administrators, and state and local criminal justice representatives.
- \$ A national meeting of sexual assault experts and victim advocates to shape state and local

strategies and to assist victim services and criminal justice agencies in establishing long-range strategic plans to reduce sexual assault.

2. Education and resources for prosecutors

Prosecutors handling sexual assault, domestic violence, and stalking cases need resources, guidance, and education and training to assist them in understand the dynamics of these complex cases. Educational opportunities and curricula for prosecutors should be developed and implemented by prosecutors and victim advocates alike and should be available to prosecutors from jurisdictions receiving support through grant programs administered by VAWO. Education programs for prosecutors should at a minimum address the following:

- \$ The evolution of domestic violence, stalking, and sexual assault law.
- \$ Effective law enforcement and prosecution strategies and promising practices.
- \$ Model protocols for managing sexual assault, domestic violence, and stalking cases.
- \$ Innovative investigative techniques.
- \$ The role of government and nongovernmental advocates.
- \$ Evidentiary issues in drug-facilitated rape cases and evidence collection strategies.
- \$ Methods to enhance successful prosecution of nonstranger sexual assault cases.
- \$ Enforcement of intra- and interstate and tribal protection orders.
- \$ The tactics of men who batter and the dynamics of sex offender behavior.
- \$ Judicial sanctions for batterers and sex offenders.

VAWO recognizes that state attorneys general are in unique positions to enhance the criminal justice and community response to violence against women. Regardless of the extent of their prosecutorial authority, attorneys general, as the chief law enforcement officers in states, provide platforms for promoting effective law enforcement and prosecution strategies. Attorneys general can play crucial roles in fostering dialogue among representatives from law enforcement, prosecution, courts, and victim advocacy organizations to promote a coordinated community response to prevent violence against women. VAWO is interested in providing technical assistance opportunities and resources to state attorneys general and staff who manage violence against women initiatives and monitor emerging issues in the field. Technical assistance opportunities may include regional meetings, workshops, or resource materials that address but are not limited to the following:

- \$ Enforcement of intra- and interstate and tribal protection orders.
- \$ The role of government and nongovernmental advocates.
- \$ Collaboration among criminal justice agencies and nongovernmental victim advocacy programs.
- \$ Collaborative efforts to ensure the safety and well-being of victims of domestic violence and their children.

3. Education and resources for law enforcement

Law enforcement officers who want to obtain a solid education in the effective and appropriate police response to crimes of sexual assault, domestic violence, and stalking need opportunities and basic resources to do so. In FY 2000, VAWO will support national and regional education programs for law enforcement officers from jurisdictions receiving VAWA grants. Faculty should be comprised of victim advocates, law enforcement officers, and other criminal justice professionals who have a demonstrated commitment to addressing violence against women. Education programs for law enforcement should address at least the following:

- \$ Effective law enforcement and prosecution strategies for stranger and nonstranger sexual assault, domestic violence, and stalking cases.
- \$ Promising practices, policies, and protocols (e.g., dispatcher, first-officer, and investigative and supervisory follow-up responses).
- \$ Community policing to address domestic violence.
- \$ Innovative investigative techniques.
- \$ Establishing probable cause and making arrests in domestic violence cases.
- \$ Identify the primary aggressor in domestic violence cases.
- \$ Unique evidentiary issues in drug-facilitated sexual assault cases.
- \$ Evidence collection in sexual assault cases where there is delayed reporting.
- \$ Police report writing.
- \$ Interrogating suspects, interviewing victims, and collecting evidence.
- \$ The role of government and nongovernmental victim advocates.

- \$ Enforcement of intra- and interstate and tribal protection orders.
- \$ Safety planning and lethality assessment.
- \$ The tactics of men who batter and the dynamics of sex offender behavior.

Law enforcement officers also need access to this information through telephone, on-site, and e-mail consultations and through resources available online at VAWO's website: <http://www.ojp.usdoj.gov/vawo>.

4. Judicial education

A coordinated community response to crimes of violence against women requires that the judiciary consider taking a more proactive role in managing offender behavior and enhancing victim safety. During FY 2000, VAWO will support judicial education initiatives that provide judges with basic information on the dynamics of sexual assault, domestic violence, and stalking, challenging them to take an active and expanded role in a coordinated, systemwide response to violence against women. Through these educational initiatives, judges should learn how to step beyond case processing and take a more direct role in managing the violent behavior of offenders to ensure victim and community safety. Judicial education in the areas of sexual assault, domestic violence, and stalking should be enhanced or developed by representatives from judicial organizations and experts who understand the nature of these crimes. Educational opportunities and curricula for judges should address, at a minimum, the following issues:

- \$ The complex dynamics associated with the crimes of sexual assault, domestic violence, and stalking.
- \$ Proactive judicial management of sexual assault, domestic violence, and stalking cases to enhance victim safety and more effectively manage offenders.
- \$ The role of independent victim advocates in the courthouse.
- \$ Enforcement of intra- and interstate and tribal protection orders.
- \$ The tactics of men who batter and the dynamics of sex offender behavior.
- \$ Judicial sanctions, judicial oversight, and sentencing in sexual assault, domestic violence, and stalking cases.
- \$ Judicial leadership development to reduce and prevent violence against women.

Strategies to consider in developing judicial education initiatives include workshops, peer-to-peer mentoring opportunities, on-site consultations, telephone and e-mail consultations, and online distribution of materials through VAWO's website: <http://www.ojp.usdoj.gov/vawo>.

C. TECHNICAL ASSISTANCE ON SPECIAL-INTEREST ISSUES

In FY 2000, VAWO will fund technical assistance projects that address issues of special interest or concern to VAWO or to VAWA grantees. These issues include the following:

1. Intra- and interstate and tribal enforcement of protection orders

The full faith and credit provision of VAWA requires states and tribes to honor and fully enforce all orders of protection issued by other states and tribes, regardless of whether the foreign order meets all of the requirements of the nonissuing state or tribe. VAWO is interested in supporting new projects or expanding existing ones that promote innovative and collaborative strategies for the enforcement of intra- and interstate and tribal protection orders. Although there is no universal approach to the effective implementation of the full faith and credit provision of VAWA, VAWO encourages collaboration among state and tribal law enforcement agencies, courts, and prosecutors; nonprofit, nongovernmental domestic violence programs; and private attorneys on efforts to ensure enforcement of protection orders across jurisdictions¹ and will fund the following activities in support of such efforts:

- \$ Facilitation of regional full faith and credit workshops for relevant stakeholders.
- \$ Consultations by teams of victim advocates, technology experts, and legal experts on the creation or expansion of state or regional protection order registries, the linkage of currently operating protection order registries throughout a state or region, or the modification of registries for compatibility with state registries and/or the National Crime Information Center's Protection Order File.
- \$ Consultations or workshops with grantees on the development and adoption of uniform orders of protection.
- \$ Workshops and on-site consultations to assist courts in modifying existing systems for compatibility with a state protection order registry.
- \$ Specialized, crossjurisdictional training for teams of judges, law enforcement officers, prosecutors, probation officials, and victim advocates.

¹Any arrangements, equipment, facilities, and procedures used for the receipt, storage, interagency exchange or dissemination, and analysis of criminal intelligence information throughout the project must comply with 28 CFR Part 23, Criminal Intelligence Systems Operating Policies. To further enhance the crossjurisdictional safety of domestic violence victims, during FY 2000, all registries developed or enhanced with Grants to Encourage Arrest Policies must be compatible with the National Crime Information Center Protection Order File.

- \$ Consultations with state or local jurisdictions on the creation or enhancement of local, intra- or interstate communication and case tracking systems that assist law enforcement in determining whether an offender has an outstanding order of protection against him, has been previously arrested for assaulting the victim or another woman, or has charges pending for prior alleged domestic violence.
- \$ Consultations on the creation or enhancement of management information systems that provide law enforcement officers, prosecutors, and judges with access to case information on prior arrests or convictions for domestic violence, prior issuance of protection orders, other matters involving the same family pending before the court, and the current availability of resources and services for the victim.

2. Judicial oversight, graduated sanctions, and intense supervision to enhance offender accountability and victim safety

VAWO is interested in technical assistance to encourage the courts to take an active and expanded role in coordinated, systemwide responses to domestic violence. This initiative contemplates the creation or expansion of dedicated domestic violence courts guided by dedicated teams comprised of presiding judges, lead prosecutors, independent victim advocates, bail commissioners (and other pretrial service personnel), and probation and parole officers. Communities committed to simultaneously strengthening victim services, judicial management of domestic violence cases, and sanctions for batterers will be eligible for support. VAWO anticipates that the following types of technical assistance will be needed to support such efforts:

- \$ Education for judges, other key court personnel, and other criminal justice professionals on the tactics of men who batter, the dynamics of sex offender behavior, and the complex dynamics of sexual assault, domestic violence, and stalking crimes.
- \$ On-site assistance to promote collaboration among nonprofit, nongovernmental victim advocacy organizations, the courts, law enforcement, and prosecutors resulting in scheduled arraignment or first appearances of domestic violence offenders within 24 hours of arrest.
- \$ On-site assistance to establish formal mechanisms among the judiciary, pretrial services, probation and parole, and batterer intervention programs to maximize victim safety by adopting strategies for managing domestic violence offenders in ways consistent with similar crimes of serious assault.
- \$ On-site assistance to courts in the creation of teams of prosecutors, independent victim advocates, pretrial services personnel, and probation officers to review all domestic violence cases and make recommendations to presiding judges on appropriate interventions, sanctions, and effective protection orders.

- \$ Education programs for judges, court personnel, and other criminal justice professionals on the essential role of independent victim advocates from nongovernmental agencies.
- \$ Education programs for judges on how proactive judicial management can contribute to victim safety and offender accountability.
- \$ On-site assistance to courts on the creation of advocacy centers in the courthouse to provide services to victims and advise judges on issues regarding victim safety and protection orders throughout the hours of court operation.
- \$ On-site assistance to establish coordination among the judiciary, pretrial services, probation and parole, and local law enforcement to ensure victim notification of the pending release of a domestic violence offender.
- \$ On-site assistance to court personnel with the creation of management information systems for the judiciary that accurately depict the criminal history of the defendant, the impact of violence on the victim and any children in the home, and the defendant's history of abusive behavior and substance abuse.
- \$ Focus groups to identify graduated sanctions to be used with batterers and sex offenders throughout the pretrial phase of a case and at the time of case disposition. These sanctions may include frequent judicial oversight and court appearances, requirements that the offender enroll in a program that holds him accountable for his violent behavior, jail time for violation of a protection order, and supervised probation or appropriate sentences for offenders who violate protection orders or are rearrested or reconvicted for domestic violence.

3. Community-driven initiatives to address violence against women among diverse and underserved populations

VAWO will enter into cooperative agreements with several technical assistance providers to support community-driven initiatives that address the needs of diverse and underserved populations of women (women of color, immigrant women, disabled women, women in same-sex relationships, and elderly women) who are victims of sexual assault, domestic violence, or stalking. Technical assistance initiatives in this area might include the following:

- \$ On-site and peer-to-peer consultations to help sexual assault and domestic violence victim advocates reach out to and obtain the support and expertise of community leaders and organizations, such as faith communities, educators, service organizations, neighborhood associations and watch groups, community development organizations, public housing organizations, labor unions, cultural groups and institutions, and local business leaders.

- \$ Partnerships with victim advocates to obtain advice and feedback from victims and survivors on the development of policies, procedures, and community-driven initiatives that will have a direct impact on their lives.
- \$ Community forums and other community-based initiatives that address sexual assault, domestic violence, and stalking; the unique needs of the community; and the multifaceted issues facing the community that are directly related to crimes of violence against women.
- \$ On-site assistance to communities in conducting needs assessments for domestic violence, sexual assault, and stalking intervention and prevention strategies.
- \$ Development of strategic plans for the implementation of culturally appropriate interventions that address effective, community-driven sanctions for perpetrators and services, resources, and protection mechanisms for victims.
- \$ On-site assistance to identify, develop, and strengthen community-defined sanctions for violence against women, creating strong links among community leaders and organizations and representatives from the criminal justice system.
- \$ Faith-based initiatives that foster collaboration among secular and religious leaders striving to eliminate violence against women and that enhance the capacity of these leaders to increase the safety of individual women and challenge the social norms that propagate violence against women.
- \$ Initiatives that address violence against immigrant and refugee women by identifying obstacles they encounter to receiving assistance, by implementing strategies that increase the accessibility and appropriateness of services, and by promoting community-based approaches to increasing the safety of women.
- \$ Initiatives that explore the link between violence against women and illegal acts committed by those women.

4. Developing effective practices for domestic violence fatality reviews

The systematic review of domestic violence fatalities can be a constructive mechanism for practitioners across disciplines to explore how communities can improve their response to domestic violence, prevent domestic violence related homicides, and further galvanize community initiatives against these crimes.

Typically, the criminal justice system handles domestic violence homicides by investigating deaths and identifying and charging perpetrators accordingly. Fatality reviews examine closed cases to pinpoint lapses within a multisystem response. The intent is not to assign blame for a fatality but to assist agencies in identifying areas for improvement. The information gathered from

these case reviews can be used to develop policies, procedures, and protocols that will help systems intervene early in domestic violence cases before death occurs.

VAWO is interested in providing technical assistance to organizations committed to developing guidelines for conducting domestic violence fatality reviews that illuminate opportunities to improve the comprehensiveness and cohesion of the coordinated community response. At a minimum, technical assistance in this area should be designed to do the following:

- \$ Compile the findings of fatality reviews for policy development at the local, state, and national levels.
- \$ Identify sound methods and promising practices for conducting reviews.
- \$ Assist communities with conducting reviews and using findings to improve response protocols.

5. Partnerships between business communities and local criminal justice systems to enhance victim safety

VAWO will fund community-based projects that bring together multidisciplinary teams of representatives from law enforcement and criminal justice communities, sexual assault and domestic violence programs, local businesses, corporate security organizations, human resources and employee assistance professions, corporate lawyers, and others to ensure safe workplaces for victims of domestic violence, sexual assault, and stalking. As communities address violence against women in the workplace they will need assistance in the following areas:

- \$ On-site assistance to help businesses and communities develop model protocols to ensure the safety of women, particularly victims of domestic violence, in the workplace.
- \$ Education programs that bring together victim advocates, criminal justice professionals, and local business leaders to examine sex offender behavior, the tactics of stalkers and men who batter, and the relationship between sexual assault, domestic violence, and stalking and workplace violence.
- \$ On-site technical assistance to establish formal linkages between businesses and community policing units to institutionalize problem-solving techniques that will lead to the prevention of violence against women in the workplace.
- \$ Community forums that bring together community members and leaders from the criminal justice and business sectors to address violence against women in the workplace.

6. Community policing to address violence against women

Proactive community policing methods redefine the role of police officers, encouraging stronger relations between police officers and the communities they serve and a more creative approach to solving crime. The emphasis on collaboration between police and advocates fosters the trust and communication needed for early identification and response to sexual assault, domestic violence, and stalking. Through community policing programs, police departments can implement early intervention strategies and establish coordinated community responses to violence against women in partnership with nonprofit, nongovernmental victim advocacy organizations, as well as other community organizations.

VAWO is interested in providing technical assistance to jurisdictions that have demonstrated a commitment to addressing violence against women with community policing strategies. VAWO is interested in technical assistance initiatives that propose to do the following:

- \$ Foster partnerships among police, victim advocates, rape crisis center and shelter staff, and other nonprofit, nongovernmental advocacy organizations.
- \$ Support police, domestic violence advocates, community residents, and representatives from other criminal justice agencies in collaborative efforts to develop innovative responses to sexual assault, domestic violence, and stalking that will enhance the safety and quality of life for women in the community.
- \$ Develop and facilitate education programs for teams of victim advocates and community policing officers and other community representatives on sexual assault, domestic violence, and stalking and on the dynamics of sex offender behavior and the tactics of men who batter.
- \$ Develop education programs for teams of victim advocates, community policing officers, and other community representatives on the principles and theories of community policing and the application of problem-solving techniques to sexual assault, domestic violence, and stalking cases.
- \$ Develop local initiatives in partnership with victim advocates that apply community policing strategies, particularly problem-solving, to end violence against women, hold perpetrators accountable, break the cycle of violence, and assist serve victims.

7. Police department initiatives to address the problem of police officers who are perpetrators of domestic violence

Domestic violence occurs in virtually all segments of our society, including among police officers. The presence of domestic violence in the personal lives of police officers influences the

way they respond to domestic violence incidents and undermines the credibility of the police department. In departments with police officers who are batterers at home, the leadership's ability to effectively enforce mandatory or proarrest laws and policies may also suffer. In response, some departments have adopted internal protocols and policies for dealing with police officers who are perpetrators of violence against women. However, many jurisdictions have no such procedures in place.

Law enforcement leaders acknowledge that this problem exists in the police community and are seeking ways to demonstrate through policy and actions that domestic violence is a crime that must be addressed swiftly and appropriately, even if the perpetrator is a fellow police officer. Because violence against women involving police officers affects the entire agency, and the entire community, it is important that all officers, not just managers and supervisors, understand the tactics of men who batter and the complex dynamics of domestic violence so that they are equipped to take appropriate action.

VAWO seeks to provide technical assistance to police departments that intend to develop and implement effective policies and protocols for responding to officers who commit domestic violence. Technical assistance to address this issue should include the following:

- \$ Assistance in developing and implementing protocols to address the problem of police officers who are perpetrators of domestic violence in police departments committed to adopting a zero tolerance policy for officers who commit domestic violence.
- \$ On-site assistance to facilitate collaboration between police departments and domestic violence victim advocacy groups to establish formal departmental policy that addresses early intervention and response to domestic violence involving a police officer; postincident procedures, including procedures for arrest, investigation, victim safety, and offender accountability; and education programs for police departments on violence against women and the tactics of men who batter.
- \$ Consultations between commanding officers in police departments and trained experts who have demonstrated the following: an understanding of the dynamics of domestic violence and the tactics of men who batter, substantial experience facilitating groups that hold men accountable for their violent behavior, and experience working with other criminal justice professionals and independent advocates from local victim advocacy organizations.

8. Collaboration among advocates for domestic violence victims, child protection services, and criminal justice agencies

Systems dedicated to ensuring the safety of domestic violence victims and their children are currently fragmented and working at cross purposes. Because the impact of domestic

violence on victims and children is a complex issue, there is a need for greater understanding and collaboration between advocates for domestic violence victims and advocates for children, as well as among representatives from domestic violence programs, child protection agencies, and the criminal justice system. When a child witnesses his or her mother being seriously injured or even killed, not by a stranger, but by someone loved and trusted, the long-term effect can be devastating. In addition, children who live in violent homes may also be victims of abuse. The effects of domestic violence on children may be so dramatic that child protection workers and criminal justice professionals develop inappropriate, counterproductive anger toward women who are victims of domestic violence for failure to protect the children from exposure. Collaborative efforts that ensure the safety and well-being of all victims and that hold the violent person accountable are essential.

Technical assistance is needed to guide, advise, and support local, collaborative efforts between child welfare and domestic violence constituencies. This assistance should include the following:

- \$ Consultation, education, and guidance to community leaders in jurisdictions that wish to promote collaboration between child welfare and domestic violence victim advocates.
- \$ Facilitation of local working groups of advocates for domestic violence victims, advocates for children, representatives from domestic violence programs and child protection services, and personnel from judicial and other court entities to develop policies and protocols for aggressive intervention with perpetrators of domestic violence (even if they have no legal relationship to the child) and for the protection of children by increasing the safety, well-being, and autonomy of nonabusive mothers who are themselves victims of domestic violence.
- \$ Consultation on the revision or development of management information systems in the civil, family, and criminal divisions of the courts and within social service agencies to more effectively track and identify men who are perpetrators of domestic violence.
- \$ Education and on-site consultation to legal advocates for victims of domestic violence who are required to appear in juvenile, family or civil court to address custody, visitation, protection orders, child support and immigration issues.
- \$ Interdisciplinary education on the complexity of domestic violence, the co-occurrence of domestic violence and child abuse, and the impact of domestic violence on children who witness it for law enforcement officers, prosecutors, judges, court personnel, child advocates, guardian ad litem and others in the criminal justice and human services system.
- \$ Assistance with developing supervised child visitation programs designed to allow children to go from one parent to the other without the parents meeting and to remove the dangers associated with unsupervised visitation, such as domestic violence, kidnapping, substance

abuse, and child abuse.

9. Development and implementation of coordinated initiatives addressing stalking

More than 1 million women are stalked each year, and in most incidences the victim knows her stalker. In cases where the perpetrator is a current or former intimate, 80 percent of the victims have also been physically assaulted at some point in the relationship.

VAWO is interested in providing technical assistance to jurisdictions to develop policies, protocols, and initiatives to address stalking, including aggressive case management and coordinated approaches requiring thorough investigations, early intervention, vigorous prosecution, frequent judicial oversight, and close supervision of the perpetrator to reduce the risk of injury to the victim. At a minimum, technical assistance should be designed to do the following:

- \$ Develop vertical case management systems in police departments and prosecutors' offices.
- \$ Educate victim advocates, police officers, prosecutors, and other criminal justice professionals on identifying and managing stalking cases.
- \$ Assist in forming dedicated teams of police officers, prosecutors, court personnel, and parole and probation officers from existing domestic violence units to investigate, monitor, arrest, and aggressively prosecute stalkers.
- \$ Identify promising practices to prevent and reduce stalking in domestic violence cases.

IV. APPLICANT ELIGIBILITY AND SELECTION

A. Eligible Applicants

Eligible applicants are public or private, nonprofit victim advocacy organizations, national criminal justice constituency organizations, judicial organizations, or other agencies with expertise in the technical assistance categories or subcategories described in this solicitation.

B. Selection Criteria

All applications will be rated according to the following criteria:

- \$ The application demonstrates, through a *memorandum of understanding*, a commitment to establishing or maintaining formal collaboration between nonprofit, nongovernmental victim advocacy organizations and criminal justice or judicial organizations representing

law enforcement, prosecution, the courts, probation, or other criminal justice or judicial organizations.

- \$ The proposed project demonstrates meaningful attention to victim safety and offender accountability.
- \$ The application demonstrates the applicant's capacity to manage technical assistance for VAWO grantees.
- \$ The application clearly describes the grantees, jurisdictions, communities, or constituents to be served, including diverse and underserved populations of women who are victims of sexual assault, domestic violence, or stalking (e.g., women of color, immigrant women, disabled women, women in same-sex relationships, and the elderly).
- \$ The application clearly describes the proposed impact of the project.
- \$ The application clearly describes the methods and educational approaches that would be used to foster professional development and cultural change.
- \$ The application clearly describes the planning, development, and implementation strategies; organizational and staff capability; and general timeline.
- \$ The budget is reasonable.

C. Award Amounts

There is no specific amount for which eligible organizations may apply. Applicants should carefully consider the resources needed to implement the proposed technical assistance project and present a realistic budget that reflects the costs involved.

D. Length of Award

The period of award for technical assistance grants is for 18 months.

V APPLICATION CONTENT

Under the new Grants Management System (GMS), applicants must submit the SF-424, project narrative, budget and budget narrative, and other forms online. A fully executed application must include the following:

- A. Application for Federal Assistance (SF-424).** The SF-424 will be filled out online

through the GMS. The Catalog of Federal Domestic Assistance number for this program is 16.589, and the title is Violence Against Women Office Technical Assistance Program. The federal cognizant audit agency and fiscal year of the applicant organization should be listed in block 11 of the form.

B. Summary Data Sheet: On one page, please provide the following information about your proposed project:

- Legal name of applicant.
- Name, address, phone number, fax number, and e-mail address of the project director or primary person to be contacted on matters involving the application.
- Technical assistance categories or subcategories that the application addresses
 - S*T*O*P Violence Against Women Formula Grants
 - Rural Domestic Violence and Child Victimization Enforcement Grants
 - Grants to Encourage Arrest Policies
 - Domestic Violence Victims' Civil Legal Assistance
 - Grants to Combat Violent Crimes Against Women on Campuses
 - Professional development technical assistance
 - Capacity-building for state coalitions and victim advocacy groups
 - Education and resources for prosecutors
 - Education and resources for law enforcement
 - Judicial education
 - Other
- Technical assistance on special-interest issues
 - Intra- and interstate and tribal enforcement of protection orders and implementation of the full faith and credit provision of VAWA
 - Judicial oversight, graduated sanctions, and intense supervision to enhance offender accountability and victim safety.
 - Community-driven initiatives to address violence against women among diverse populations.
 - Developing effective practices to guide review of domestic violence related fatalities.
 - Partnerships between the business community and the criminal justice system to enhance victim safety.
 - Community policing to prevent and reduce domestic violence.

- Initiatives within police departments to address the problem of police officers who are perpetrators of domestic violence.
 - Collaboration among advocates for victims of domestic violence, child protection agencies, and criminal justice agencies.
 - The development and implementation of coordinated initiatives to address incidents of stalking occurring in a domestic violence context.
- Other grants or cooperative agreements you are currently administering or have applied for from other bureaus or program offices of the Office of Justice Programs, from the Office of Community Oriented Policing Services, or from other Federal agencies.
- C. Abstract:** A one-page summary describing the proposed project and how it would address the unmet needs of VAWA grantees should be provided.
- D. Project Narrative :** The application should be no longer than necessary but in no case should exceed 10 double-spaced, typed pages on 8 ½ x 11 inch paper. Margins must not be less than 1 inch, and type no smaller than 12 point and 12 characters per inch must be used. The narrative should include the following:
- **Project Objectives:** The applicant should include a clear, concise statement of what the proposed project would accomplish.
 - **Need for the Project :** The applicant should discuss the particular population to be served by the project and state why existing technical assistance projects, educational programs, services, or materials do not meet specific needs. The applicant should further specify how the intended audience would benefit from the proposed project and reference the applicant's ability to meet the need the application addresses.
 - **What Will be Done :** All applicants should submit a statement describing how the proposed project would assist the intended audience in addressing the identified need. The process project partners (victim advocates and representatives from the criminal justice system or the courts) would employ to address critical issues during the planning phase of the project should be described (e.g., advisory groups, planning committees, or joint staffing of the project), as well as the ways the partnership would function throughout the implementation phase of the project. Applicants should also outline the specific tasks to be performed and the time line for their completion.

- **Who Will Implement the Project :** All applicants must identify in a signed memorandum of understanding submitted as an attachment to the application the organizations responsible for carrying out the proposed project. The individuals who will be involved in developing and implementing the project should be identified, and their respective roles and responsibilities should be specified. A description of the expertise or experience of key staff should be included in the program narrative or the memorandum of understanding. Position descriptions and resumes may also be included as attachments to the application. Applications submitted on behalf of a consortium must designate a single organization to receive and administer grant funds and manage and coordinate all grant activities.
- **How Success Will be Measured :** In this section, applicants should describe the criteria that would be used to monitor or evaluate the project's effectiveness. The evaluation process should be designed to give the technical assistance provider ongoing or periodic feedback from grantees on the effectiveness of various forms of technical assistance (e.g., on-site consultations, educational programs, telephone consultations, mentoring, or distribution of resource materials) so that necessary changes or adjustments could be made to improve delivery of services.
- **The Products:** This section should describe the resource materials, curricula, or other products that would be generated and how they would be used to assist the intended audience of the project.
- **Related projects :** All applicants are requested to provide information in their applications on the following:
 - Active federal grant awards from OJP bureaus or program offices, the Office of Community Oriented Policing Services, or other Federal agencies already supporting this, or related, efforts.
 - Information on any pending applications for federal money for this or related efforts.
 - How these would be coordinated with the funding sought through this application. For each, the program/project title, the federal grantor agency; the federal award amount; and a very brief description of its purpose must be included.

This information is requested to encourage better coordination among Federal agencies in addressing state and local needs.

Related projects is defined for these purposes as

- The same purpose (i.e., the proposed award would supplement, expand, complement, or continue activities funded with other federal grants).
- Another phase or component of the same program/project (for example, to implement a planning effort funded by other federal monies or to provide a substance abuse treatment or education component within a criminal justice project).
- Providing services of some kind (e.g., technical assistance, research, evaluation) to the program/project described in the application..

E. Budget and Budget Narrative

Each application must include a detailed budget and budget narrative for the project. The budget must be complete, reasonable, and cost-effective in relation to the proposed project. The budget should provide the basis for the computation of all project-related costs. It should cover the cost of all components of the project and clearly identify costs attributable to the project evaluation. There must be a clear link between the proposed activities and the proposed budget items. In developing the budget, applicants should bear in mind that all partners should be fairly compensated for their participation in any project-related activities, including but not limited to compensation for time and travel expenses to attend or provide training and/or mentoring. **The budget must include compensation for services rendered by all partners, including nonprofit, nongovernmental domestic violence victim programs (e.g., shelters and advocacy organizations).** Match is not required for this grant program , but applicants are encouraged to maximize the impact of federal grant dollars by contributing to the costs of their projects. Supplemental contributions may be cash, in-kind services, or a combination of both.

Consultant rates in excess of \$450 per day require prior approval by VAWO.

A *Budget Detail Worksheet* is included in this package. You will submit your budget and budget narrative online, however, when preparing these items, please use the budget worksheet as a guide, including all the required budget categories, as needed. The budget should describe clearly

- The proposed amount and uses of grant funds over the grant period.
- How the amounts of the specific budget items were determined.

F. Memorandum of Understanding

Each application must have attached a memorandum of understanding (MOU) created and signed by the chief executive officers and/or directors of nonprofit, nongovernmental domestic violence victim advocacy organizations, as well as from any other units of state and local government and individuals and organizations involved in the project. The MOU must

- Identify the partners and provide a brief history of the collaborative relationship among those partners, including when and under what circumstances the relationship began and when each partner entered into the relationship.
- Specify the extent of each party's participation in developing the application.
- Clearly state the roles and responsibilities each organization or agency would assume to ensure the success of the proposed project.
- Indicate approval of the proposed project budget by all signing parties.
- Describe the resources each partner would contribute to the project, either through time, in-kind contributions, or grant funds (for example, office space, project staff, training).

The Memorandum of understanding must be signed by the chief executive of each of the participating agencies. Letters of support may not be submitted in lieu of the memorandum of understanding.

G. Assurances (Form 4000/3) and Certifications Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Workplace Requirements (Form 4061/6)

Review the enclosed forms. You will be agreeing to these assurances and certifications when you submit your application online through GMS.

H. Letter of Nonsupplanting

A letter certifying that no supplanting of nonfederal funds will take place should a grant award be made must accompany the application (see *Administrative Requirements - Supplanting Prohibition*).

VI ADMINISTRATIVE REQUIREMENTS

A. Assurances

This package includes a list of *Assurances* (see Appendix B) that the applicant must comply with to receive federal funds under this program. *All applications must include signed Assurances forms*. It is the responsibility of the recipient of the federal funds to fully understand and comply with these requirements. Failure to comply may result in the withholding of funds, termination of the award, or other sanctions.

B. Certification Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Workplace Requirements

All applications must include the Certification Regarding Lobbying, Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Workplace Requirements forms (see Appendix B). The applicant must agree to comply with the following requirements:

Lobbying: The applicant and its subgrantees, contractors, and subcontractors will not use federal funds for lobbying and will disclose any lobbying activities.

Debarment: The applicant and its principals have not been debarred or suspended from federal benefits and/or no such proceedings have been initiated against them; have not been convicted of, indicted for, or criminally or civilly charged by a government entity for fraud, violation of antitrust statutes, embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; and have not had a public transaction terminated for cause or default.

Drug-Free Workplace: The applicant will provide or continue to provide a drug-free workplace. Signing this form commits the applicant to compliance with the certification requirements under 28 CFR Part 69, New Restrictions on Lobbying, and 28 CFR 67, Governmentwide Debarment and Suspension (Nonprocurement) and Governmentwide Requirements for Drug-Free Workplace (Grants). The certification will be treated as a material representation of the fact on which the U.S. Department of Justice will rely in making awards.

C. Collaboration

All technical assistance projects supported by VAWO must be developed as collaborative efforts between nonprofit, nongovernmental victim advocacy organizations, national criminal justice constituency organizations, judicial organizations, and/or other public and private agencies with expertise in sexual assault, domestic violence, and stalking issues. *All applicants must submit a memorandum of understanding signed by authorizing officials of all collaborating partners.* Partnerships should be based on meaningful, formal, respectful collaboration as reflected by a memorandum of understanding that

- \$ Provides a brief history of the collaborative relationship among the partners and specifies the extent of each party's participation in developing the application.
- \$ Clearly states the roles and responsibilities each organization would assume to ensure the success of the proposed project.
- \$ Identifies who would be responsible for planning, developing, and implementing project activities and describes how they would work together to meet the proposed project goals.
- \$ Includes signatures from the executive director of each participating organization or agency, indicating approval of proposed project activities and proposed budget items.
- \$ Describes the resources each partner would contribute to the project, either through time and in-kind contributions (for example, office space or project staff).

D. Coordination with OJP Components and Other Federal Agencies

Applicants must specify funding they have or are applying for from other Office of Justice Programs bureaus or program offices: the Bureau of Justice Assistance, the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, the Corrections Program Office, the Drug Courts Program Office, and the Executive Office of Weed and Seed. Applicants are also encouraged to provide information on related funding they may be receiving from the Department of Justice Office of Community Oriented Policing Services and other federal agencies.

E. Coordination with Other Technical Assistance Providers

Recipients of cooperative agreements must agree to work cooperatively with other technical assistance contractors as designated by VAWO. In addition, technical assistance providers will be required to work with a sole source contractor, the Center for Effective Public Policy, which will provide essential support services necessary for effective and coordinated technical assistance to the field. The Center for Effective Public Policy will:

- \$ Convene meetings of all technical assistance providers to exchange ideas and information regarding their various project activities.
- \$ Create a means for technical assistance providers to learn more about one another's activities to avoid duplication of effort and overuse of particular consultants or faculty and to foster collaborative efforts and learning opportunities.
- \$ Work individually with technical assistance providers to identify their preferences for hotels and conference centers and to provide additional meeting planning and on-site support.
- \$ Work with a designated travel agent to identify destinations centrally located for technical assistance events and assist technical assistance providers in scheduling timely and cost-effective travel arrangements for all participants attending technical assistance events sponsored by VAWO.
- \$ Identify suitable hotels and conference centers.
- \$ Negotiate agreements with hotels and conference centers for lodging, meeting rooms, meals, audiovisual support, and other needs.
- \$ Establish the number, size, timing, and desired location of all events sponsored by technical assistance providers.
- \$ Centralize the process for scheduling technical assistance events so that both participants and faculty have sufficient notice.
- \$ Create a master calendar of events to avoid scheduling conflicts and to ensure there is an appropriate amount of time between VAWO-sponsored technical assistance events.

F. Supplanting Prohibition

All applications must include a letter to the Assistant Attorney General of the Office of Justice Programs (see Appendix C for sample letter) signed by the applicant's authorizing official certifying that federal funds will not be used to supplant state or local funds Federal funds must be used to supplement existing funds for program activities and not replace the funds that have been appropriated for the same purpose. Potential supplanting will be the subject of application review, as well as preaward review, and postaward monitoring and audit. If there is a potential presence of supplanting, the applicant or grantee will be required to supply documentation demonstrating that the reduction in nonfederal resources occurred for reasons other than the receipt or expected receipt of federal funds. Violations can result in a range of penalties, including suspension of future funds under this program, suspension or debarment from federal grants, recoupment of monies provided under this grant, and civil and/or criminal penalties.

G. Human Subject Testing

The Department of Justice (DOJ) is a signatory to the federal policy on protection of human subjects of research, the "Common Rule." DOJ's incorporation of the Common Rule is set forth in 28 CFR Part 46, Protection of Human Subjects, which requires that research involving human subjects be submitted to an independent review board for approval and that informed consent procedures be followed. The policies set forth in 28 CFR Part 46 apply to all research involving human subjects conducted, supported, or otherwise subject to regulation by any federal department or agency that has adopted the Common Rule. Federal funds may not be expended for research involving human subjects unless the requirements of this policy have been satisfied, if the research is not covered by an exemption set forth in 28 CFR section 46.101(b)(1).

The applicant must indicate whether the project or activity in its application includes research that may involve human subjects, as defined in 28 CFR Part 46.

H. Single Point of Contact Review

Executive Order 12372 requires applicants from state and local units of government or other organizations providing services within a state to submit a copy of the application to the state single point of contact (SPOC), if one exists, and if this program has been selected for review by the state. *Applicants must contact the State SPOC to determine if the program has been selected for State review. The date that the application was sent to the SPOC or the reason such submission is not required should be entered in block 16 on the Application for Federal Assistance, SF-424.*

I. Civil Rights Compliance

All recipients of federal grant funds are required to comply with nondiscrimination requirements contained in federal laws. In the event that a court or administrative agency makes a finding of discrimination on grounds of race, color, religion, national origin, gender, disability, or age against a recipient of funds after a due process hearing, the recipient must agree to forward a copy of the finding to the Office for Civil Rights of the Office of Justice Programs. All applicants should read the *Assurances* required with the application funds to understand the applicable legal and administrative requirements.

J. Purchase of American-Made Equipment and Products

To the greatest extent practicable, all equipment and products purchased with grant funds should be American-made as required by the FY 1997 Appropriations Act.

K. Violence Against Women Online Resources

Any materials, including curricula, manuals, model policies, or promising practices,

developed with funding from the VAWO Technical Assistance Program must be made available to the public online through VAWO's website. The materials must be submitted to VAWO formatted for placement at the site. The website address is www.ojp.usdoj.gov/vawo/.

VII REPORTING REQUIREMENTS

Financial status reports (SF 269-A) are due quarterly on the 45th day following the end of each calendar quarter. A report must be submitted every quarter in which the award is active even if there has been no financial activity during the reporting period. The final report is due 120 days after the end date of the award. Future awards and fund drawdowns will be withheld if the financial status reports are delinquent.

- A. Single Audit Report :** Recipients who expend \$300,000 or more of federal funds during their fiscal year must submit an organizationwide financial and compliance audit report. The audit must be performed in accordance with the U.S. General Accounting Office Government Auditing Standards.
- B. Semiannual Progress Report :** Funding recipients must submit semiannual progress reports that describe activity during the reporting period and the status or accomplishment of objectives. Progress reports must be submitted within 30 days after the end of the reporting periods: January 1 through June 30 and July 1 through December 31 for the life of the award. A final report, which provides a summary of progress toward achieving the goals and objectives of the award, significant results, and any products developed under the award, is due 120 days after the end date of the award. The Office of Justice Programs determines the report formats. Future awards and fund drawdowns may be withheld if progress reports are delinquent.

VIII SUSPENSION OR TERMINATION OF FUNDING

The Office of Justice Programs may suspend funding in whole or in part, terminate funding, or impose another sanction on a recipient for the following reasons:

- \$** Failure to comply substantially with the requirements or statutory objectives of the 1994 Violence Against Women Act (VAWA), VAWA program guidelines, or other provisions of federal law.
- \$** Failure to make satisfactory progress toward the goals or strategies found in this application.
- \$** Failure to adhere to requirements in the agreement, standard conditions, or special conditions.

- \$ Proposing or making substantial plan changes to the extent that, if originally submitted, the application would not have been selected for funding.
- \$ Filing a false certification in this application or other report or document.
- \$ Other good cause shown.

The Office of Justice Programs will provide reasonable notice to the recipient of its intent to impose sanctions and will attempt informally to resolve the problem. Hearing and appeal procedures will follow those in Department of Justice regulations described in 28 CFR, part 18.

APPENDIX A

Application for Federal Assistance (Form SF-424)

APPLICATION FOR FEDERAL ASSISTANCE

OMB Approval No. 0348-0043

1. TYPE OF SUBMISSION: <i>Application</i> <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		2. DATE SUBMITTED		Applicant Identifier	
		3. DATE RECEIVED BY STATE		State Application Identifier	
4. DATE RECEIVED BY FEDERAL AGENCY		Federal Identifier			
5. APPLICANT INFORMATION					
Legal Name:			Organizational Unit:		
Address (give city, county, state and zip code):			Name and telephone number of the person to be contacted on matters involving the application (give area code)		
6. EMPLOYER IDENTIFICATION (EIN) <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px 0;"></div>			7. TYPE OF APPLICANT: (enter appropriate letter in box) <input type="checkbox"/>		
8. TYPE OF APPLICATION: <input type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es): <input type="checkbox"/> <input type="checkbox"/> A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration Other (specify): _____			A. State B. County C. Municipal D. Township E. Interstate F. Intermunicipal G. Special District H. Independent School Dist. I. State Controlled Institution of Higher Learning J. Private Industry K. Indian Tribe L. Individual M. Profit Organization N. Other (specify): _____		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px 0;"></div> TITLE:			9. NAME OF FEDERAL AGENCY:		
12. AREAS AFFECTED BY PROJECT (cities, counties, states, etc.):			11. DESCRIPTIVE TITLE OF APPLICANTS PROJECT:		
13. PROPOSED PROJECT:		14. CONGRESSIONAL DISTRICTS OF:			
Start Date	Ending Date	a. Applicant		b. Project	
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?			
a. Federal	\$.00	a. YES. THIS PREAPPLICATION/APPLICATIN WAS MADE A VALUABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE _____ b. NO. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E.O. 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW			
b. Applicant	\$.00				
c. State	\$.00				
d. Local	\$.00				
e. Other	\$.00				
f. Program Income	\$.00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?			
g. TOTAL	\$.00	<input type="checkbox"/> Yes If "Yes," attach an explanation. <input type="checkbox"/> No			
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED					
a. Typed Name of Authorized Representative		b. Title		c. Telephone number	
d. Signature of Authorized Representative				e. Date Signed	

Instructions for Completion of the Application for Federal Assistance (SF 424)

The Application for Federal Assistance is a standard form used by most federal agencies. This form contains 18 different items which are to be completed before submission. All applications should include a completed and signed SF 424.

Item	Instructions
1	Type of Submission: If this proposal is not for construction or building purposes, check the “Non-Construction” box in the application section.
2	Date Submitted: Indicate the date you sent the application to OJP. The “Application Identifier” is the number assigned by your jurisdiction, if any, to track applications. If your jurisdiction does not assign an identifier number, leave this space blank.
3	Date Received by State: Leave blank. This item is completed by the State single point of contact, if applicable.
4	Date Received by Federal Agency: Leave blank. This item will be completed by OJP.
5	Applicant Information: The “Legal Name” is the unit of government of the parent organization. For example, the primary or parent organization of a law enforcement agency is the name of the city or township. Thus the city or township should be entered into the Legal Name box and the name of the law enforcement agency would be entered into the Organizational Unit box. Designate one person as the contact and include their telephone number. It is not unusual for the name of the contact person to differ from the authorized representative in Item 18 below.
6	Employer Identification Number: Each employer receives an employer identification number from the Internal Revenue Service. Generally, this number can be easily obtained from your agency’s accountant or comptroller.
7	Type of Applicant: Enter the appropriate letter in this space. If the applicant is representing a consortium of agencies, specify by checking Block N and entering “consortium”.
8	Type of Application: Check either “new” or “continuation”. Check “new”, if this will be your first award for the purpose described in the application, even if the applicant has received prior awards for other purposes. Check “continuation”, if the project will continue activities of a project, including minor modifications, or implement the next phase of a project that was begun under a prior award.
9	Name of Federal Agency: Type in the name of the awarding agency, “[insert agency name]”
10	Catalog of Federal Domestic Assistance Number: This would be contained in the program announcement. The number for this program would be [insert number].
11	Descriptive Title of Applicant’s Project: Type in the: (1) title of the program as it appears in the solicitation or announcement; (2) name of the cognizant Federal agency, ex. U.S. Department of Education; and (3) applicant’s fiscal year, i.e. twelve month audit period, ex. 10/1/97 - 9/30/98.
12	Areas Affected by Project: Identify the geographic area(s) of the project. Indicate “Statewide” or “National”, if applicable.
13	Proposed Project Dates: Fill in the proposed begin and end dates of the project. These dates may be adjusted by the Office of Justice Programs when the award is made.
14	Congressional Districts: Fill in the Congressional Districts in which the project will be located as well as the Congressional District(s) the project will serve. Indicate “Statewide” or “National”, if applicable.
15	Estimated Funding: In line “a”, enter the Federal funds requested, not to exceed the dollar amount allocated in the program announcement. Indicate any other resources that will be available to the project and the source of those funds on lines “b-f,” as appropriate.
16	State Executive Order 12372: Some states require you to submit your application to a State “Single Point of Contact” (SPOC) to coordinate applications for Federal funds within the state. If your State requires a copy of your application, indicate the date submitted. If a copy is not required, indicate the reason. (Refer to the “Administrative Requirements” section of the program announcement, for more information.) The SPOC is not responsible for forwarding your application to the Federal awarding agency.
17	Delinquent Federal Debt: This question applies to the applicant organization. Categories of debt include delinquent audit allowances, loans, and taxes.
18	Authorized Representative: Type in the name of the person legally authorized to enter into agreements on behalf of your agency. The signature on the original application must be signed in blue ink and/or stamped as “original” to help distinguish the original from the photocopies.

APPENDIX B

**Assurances (Form 4000/3) and Certifications Regarding Lobbying;
Debarment, Suspension
and Other Responsibility Matters; and Drug-Free Workplace Requirements**

ASSURANCES

The Applicant hereby assures and certifies compliance with all Federal statutes, regulations, policies, guidelines and requirements, including OMB Circulars No. A-21, A-110, A-122, A-128, A-87; E.O. 12372 and Uniform Administrative Requirements for Grants and Cooperative Agreements—28 CFR, Part 66, Common rule, that govern the application, acceptance and use of Federal funds for this federally-assisted project. Also the Applicant assures and certifies that:

1. It possesses legal authority to apply for the grant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information may be required.
2. It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and federally-assisted programs.
3. It will comply with provisions of Federal law which limit certain political activities of employees of a State or local unit of government whose principal employment is in connection with an activity financed in whole or in part by Federal grants. (5 USC 1501, et seq.)
4. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act
5. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
6. It will give the sponsoring agency or the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
7. It will comply with all requirements imposed by the Federal sponsoring agency concerning special requirements of law, program requirements, and other administrative requirements.
8. It will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
9. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1976, Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
- H. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 USC 470), Executive Order 11593, and the Archeological and Historical Preservation Act of 1966 (16 USC 569a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of Investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
11. It will comply, and assure the compliance of all its subgrantees and contractors, with the applicable provisions of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, the Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act, as appropriate; the provisions of the current edition of the Office of Justice Programs Financial and Administrative Guide for Grants, M7100.1; and all other applicable Federal laws, orders, circulars, or regulations.
12. It will comply with the provisions of 28 CFR applicable to grants and cooperative agreements including Part 18, Administrative Review Procedure; Part 20, Criminal Justice Information Systems; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 23, Criminal Intelligence Systems Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and Activities; Part 42, Nondiscrimination/Equal Employment Opportunity Policies and Procedures; Part 61, Procedures for Implementing the National Environmental Policy Act; Part 63, Floodplain Management and Wetland Protection Procedures; and Federal laws or regulations applicable to Federal Assistance Programs.
13. It will comply, and all its contractors will comply, with the non-discrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 USC 3789(d), or Victims of Crime Act (as appropriate); Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; Subtitle A, Title II of the Americans with Disabilities Act (ADA) (1990); Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; Department of Justice Non-Discrimination Regulations, 28 CFR Part 42, Subparts C,D,E, and G; and Department of Justice regulations on disability discrimination, 28 CFR Part 35 and Part 39.
14. In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to the Office for Civil Rights, Office of Justice Programs.
15. It will provide an Equal Employment Opportunity Program if required to maintain one, where the application is for \$500,000 or more.
16. It will comply with the provisions of the Coastal Barrier Resources Act (P.L. 97-348) dated October 19, 1982 (16 USC 3501 et seq.) which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System. .

Signature

Date



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUGFREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510, -

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local)

transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUGFREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the DrugFree Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67, Sections 67.615 and 67.620 —

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an ongoing drugfree awareness program to inform employees about —

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drugfree workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will-

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted —

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check ☐ if there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check ☐ if the State has elected to complete OJP Form 4061/7.

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620 —

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address:

2. Application Number and/or Project Name

3. Grantee IRS/Vendor Number

4. Typed Name and Title of Authorized Representative

5. Signature

6. Date

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)

1. Type of Federal Action: <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. Initial award <input type="checkbox"/> c. post award	3. Report type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ Quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, <i>if known</i> Congressional District, <i>if known</i> :	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, <i>if known</i> :	
6. Federal Department/Agency:	7. Federal Program Name/Description: CDFA Number, <i>if applicable</i> : _____	
8. Federal Action Number, <i>if known</i>:	9. Award Amount, <i>if known</i>: \$	
10. a. Name and Address of Lobbying Entity (if individual, last name, first name, MI)	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI)	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of the fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____	
Federal Use Only:		Authorized for Local Reproduction Standard Form - LLL

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a Federal action. Use the SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identifying the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "subawardee", then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001".
9. For a covered Federal action where there has been an award or loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI)
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046); Washington, D.C. 20503.

APPENDIX C

Sample Nonsupplanting Letter

SAMPLE

[Applicant Letterhead]

[date]

Ms. Laurie Robinson
Assistant Attorney General
Office of Justice Programs
U.S. Department of Justice
810 7th Street, NW
Washington, DC 20531

Dear:

[Applicant] certifies that any funds awarded through the Violence Against Women Office Technical Assistance Program will be used to supplement exiting funds for program activities and will not replace (supplant) nonfederal funds that have been appropriated for the purpose of providing technical assistance grantees of the Violence Against Women Office grant programs. The **[name of applicant]** understands that supplanting violations can result in a range of penalties, including suspension of future funds under this program, suspension or debarment from federal grants, recoupment of monies provided under this grant, and civil and/or criminal penalties.

Sincerely,

[Applicant's Authorizing Official]

APPENDIX D

Budget Detail Worksheet

**OMB Approval No.
1121-0188
(Rev. 12/97)**

Budget Detail Worksheet

Purpose: The Budget Detail Worksheet may be used as a guide to assist you in the preparation of the budget and budget narrative. You may submit the budget and budget narrative using this form or in the format of your choice (plain sheets, your own form, or a variation of this form). However, all required information (including the budget narrative) must be provided. Any category of expense not applicable to your budget may be deleted.

A. Personnel - List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization.

<u>Name/Position</u>	<u>Computation</u>	<u>Cost</u>
----------------------	--------------------	-------------

TOTAL _____

B. Fringe Benefits - Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in budget category (A) and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Worker's Compensation, and Unemployment Compensation.

<u>Name/Position</u>	<u>Position Computation Cost</u>
----------------------	----------------------------------

TOTAL _____

Total Personnel & Fringe Benefits _____

C. Travel - Itemize travel expenses of project personnel by purpose (e.g., staff to training, to field interviews, to advisory group meeting). Show the basis of computation (e.g., six people to 3- day training at \$X airfare, \$X lodging, \$X subsistence). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit costs involved. Identify the location of travel, if known. Indicate source of travel policies applied: applicant's or federal travel regulations.

<u>Purpose of Travel</u>	<u>Location</u>	<u>Travel Location Item</u> <u>Computation Cost</u>
--------------------------	-----------------	--

TOTAL _____

D. Equipment - List nonexpendable items that are to be purchased (Note: Organization's own capitalization policy for classification of equipment should be used). Expendable items should be included in the "Supplies" category. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

<u>Item Computation</u>	<u>Cost</u>
-------------------------	-------------

TOTAL _____

E. Supplies - List items by type (e.g., office supplies, postage, training materials, copying paper, and other expendable items, such as books and hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

Supply

Items Computation Cost

TOTAL _____

F. Construction - As a rule, construction costs are not allowable. In some cases, minor repairs or renovations may be allowable. Consult with the program office before budgeting funds in this category.

Purpose

Description of Work

Cost

TOTAL _____

G. Consultants/Contracts - Indicate whether applicant's formal, written procurement policy or the Federal Acquisition Regulations are followed.

1. Consultant Fees: For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant fees in excess of \$450 per day require additional justification and prior approval from OJP.

<u>Name of Consultant</u>	<u>Service Provided</u>	<u>Computation</u>	<u>Cost</u>
---------------------------	-------------------------	--------------------	-------------

Subtotal _____

2. Consultant Expenses: List all expenses to be paid from the grant to the individual consultant in addition to his or her fees (i.e., travel, meals, lodging)

<u>Item</u>	<u>Location</u>	<u>Computation</u>	<u>Cost</u>
-------------	-----------------	--------------------	-------------

Subtotal _____

3. Contracts: Provide a description of the product or services to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source contracts in excess of \$100,000.

<u>Item</u>	<u>Cost</u>
-------------	-------------

Subtotal _____

TOTAL _____

H. Other Costs - List items (e.g., rent, document reproduction, telephone, janitorial or security services, and investigative or confidential funds) by major type and the basis of the computation. For example, provide the square footage and the cost per square foot for rent, and provide a monthly rental cost and how many months to rent.

<u>Description</u>	<u>Computation</u>	<u>Cost</u>
--------------------	--------------------	-------------

TOTAL _____

I. Indirect Costs - Costs are allowed only if the applicant has a federally approved indirect cost rate. A copy of the rate approval (a fully executed, negotiated agreement) must be attached. If the applicant does not have an approved rate, one can be requested by contacting the applicant's cognizant federal agency, which will review all documentation and approve a rate for the applicant organization, or if the applicant's accounting system permits, costs may be allocated in the direct costs categories.

<u>Description</u>	<u>Computation</u>	<u>Cost</u>
--------------------	--------------------	-------------

TOTAL _____

Budget Summary - When you have completed the budget worksheet, transfer the totals for each category to the spaces below. Compute the total direct costs and the total project costs. Indicate the amount of federal funds requested and the amount of nonfederal funds that will support the project.

<u>Budget Category</u>	<u>Amount</u>
A. Personnel	_____
B. Fringe Benefits	_____
C. Travel	_____
D. Equipment	_____
E. Supplies	_____
F. Construction	_____
G. Consultants/Contracts	_____
H. Other	_____
Total Direct Costs	_____
I. Indirect Costs	_____
TOTAL PROJECT COSTS	_____

Federal Request _____

Nonfederal Amount _____

APPENDIX E

Single Points of Contact

INTERGOVERNMENTAL REVIEW PROCESS

Executive Order 12372 requires applicants from State and local units of government or other organizations providing service within a State to submit a copy of the application to the State Single Point of Contact (SPOC), if one exists, and if this program has been selected for review by the State. You must contact your State SPOC to find out if this program has been selected for review by your State.

In accordance with Executive Order #12372, "Intergovernmental Review of Federal Programs," Section 4, the Office of Management and Budget (OMB) shall maintain a list of official State entities designated by the States to review and coordinate proposed Federal financial assistance and direct Federal development. This listing is the OFFICIAL OMB LISTING. This listing is also published in the Catalogue of Federal Domestic Assistance biannually.

States that are not listed no longer participate in the intergovernmental review process but MAY still apply for grants. These include: Alaska; American Samoa; Colorado; Connecticut; Kansas; Hawaii; Idaho; Louisiana; Massachusetts, Minnesota; Montana; Nebraska; Oklahoma; Oregon; Pennsylvania; South Dakota; Tennessee; Virginia; and Washington. This list is based on the most current information provided by the States. Changes to the list will only be made upon formal notification by the State.

ARIZONA
Joni Saad
Arizona State Clearinghouse
3800 N. Central Avenue
Fourteenth Floor
Phoenix, Arizona 85012
Telephone (602) 280-1315
FAX: (602) 280-1305

State Single Point of Contact
Executive Department
Thomas Collins Building
P.O. Box 1401
Dover, Delaware 19903
Telephone: (302) 739-3326
FAX: (302) 739-5661
fbooth@state.de.us

ARKANSAS
Mr. Tracy L. Copeland
Manager, State Clearinghouse
Office of Intergovernmental Services,
Department of Finance and Administration
1515 W. 7th St., Room 412
Little Rock, Arkansas 72203
Telephone: (501) 682-1074
FAX: (501) 682-5206
tlcopeland@dfa.state.ar.us

DISTRICT OF COLUMBIA
Charles Nichols
State Single Point of Contact
Office of Grants Mgmt. & Development.
717 14th Street, N.W. - Suite 500
Washington, D.C. 20005
Telephone: (202) 727-6554
FAX: (202) 727-1617

CALIFORNIA
Grants Coordinator
Office of Planning & Research
1400 Tenth Street, Room 121
Sacramento, California 95814
Telephone (916) 323-7480
FAX (916) 323-3018

FLORIDA
Florida State Clearinghouse
Department of Community Affairs
2740 Centerview Drive
Tallahassee, Florida 32399-2100
Telephone: (904) 922-5438
FAX: (904) 487-2899
cherie.trainor@dcs.state.fl.us

DELAWARE
Francine Booth

GEORGIA

Deborah Stephens
Administrator
Georgia State Clearinghouse
254 Washington Street, S.W. - Room 401J
Atlanta, Georgia 30334
Telephone: (404) 656-3855 or
FAX: (404) 656-7901
ssda@mail.opb.state.ga.us

ILLINOIS

Virginia Bova
State Single Point of Contact
Department of Commerce and Community
Affairs
620 East Adams
Springfield, Illinois 62701
Telephone: (217) 814-6028
FAX: (217) 814-1800

INDIANA

Frances Williams
State Budget Agency
212 State House
Indianapolis, Indiana 46204
Telephone: (317) 232-2972
FAX: (317) 233-3323

IOWA

Steven R. McCann
Division for Community Assistance, Iowa
Department of Economic Development
200 East Grand Avenue
Des Moines, Iowa 50309
Telephone: (515) 242-4719
FAX: (515) 242-4859
steve.mccann@ided.state.ia.us

KENTUCKY

Kevin J. Goldsmith, Director
Sandra Brewer, Executive Secretary
Intergovernmental Affairs
Office of the Governor
700 Capitol Center Avenue
Frankfort, Kentucky 40601
Telephone: (502) 564-2611
FAX: (502) 564-2849
sbrewer@mail.state.ky.us

MAINE

Joyce Benson
State Planning Office
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Augusta, Maine 04333
Telephone: (207) 287-3261
FAX: (207) 287-6489
joyce.benson@state.me.us

MARYLAND

Linda Janney, Manager
Plan and Project Review
Maryland Office of Planning
301 W. Preston Street - Room 1104
Baltimore, Maryland 21201-2365
Telephone: (410) 767-4490
FAX: (410) 767-4480
linda@mail.op.state.md.us

MICHIGAN

Richard Pfaff
Southeast Michigan Council of Governments
1900 Edison Plaza
660 Plaza Drive
Detroit, Michigan 48226
Telephone: (313) 961-4266
FAX: (313) 961-4869
pfaff@semcog.org

MISSISSIPPI

Cathy Mallette
Clearinghouse Officer
Department of Finance and Administration
455 North Lamar Street
Jackson, Mississippi 39202-3087
Telephone: (601) 359-6762
FAX: (601) 359-6764

MISSOURI

Lois Pohl
Federal Assistance Clearinghouse
Office Of Administration
P.O. Box 809
Room 760, Truman Building
Jefferson City, Missouri 65102
Telephone: (314) 751-4834
FAX: (314) 751-7819

NEVADA

Department of Administration
State Clearinghouse
Capitol Complex
Carson City, Nevada 89710
Telephone: (702) 687-4065
FAX: (702) 687-3983
Contact: Heather Elliot

(702) 687-6367
helliot@govmail.state.nv.us
NEW HAMPSHIRE
Jeffrey H. Taylor
Director, New Hampshire Office of State
Planning
Attn: Intergovernmental Review Process
Mike Blake
2 ½ Beacon Street
Concord, New Hampshire 03301
Telephone: (603) 271-2155
FAX: (603) 271-1728

NEW MEXICO
Nick Mandell
Local Government Division
Room 201 Bataan Memorial Building
Santa Fe, New Mexico 87503
Telephone: (505) 827-3640
FAX (505) 827-4984

NEW YORK
New York State Clearinghouse
Division of the Budget
State Capitol
Albany, New York 12224
Telephone: (518) 474-1605
FAX (518) 486-5617

NORTH CAROLINA
Jeanette Furney (Grants)
Chrys Baggett (Environment)
N.C. State Clearinghouse
Office of the Secretary of Administration.
116 West Jones Street
Raleigh, North Carolina 27603-8003
Telephone: (919) 733-7232
FAX: (919) 733-9571

NORTH DAKOTA
North Dakota Single Point of Contact
Office of Intergovernmental Assistance
600 East Boulevard Avenue
Bismarck, North Dakota 58505-0170
Telephone: (701) 224-2094
FAX: (701) 224-2308

OHIO
Larry Weaver
State Single Point of Contact
State Clearinghouse
Office of Budget and Management
30 East Broad Street, 34th Floor
Columbus, Ohio 43266-0411

*Please direct correspondence and questions
about
intergovernmental review to:*
Linda Wise

Telephone: (614) 466-0698
FAX: (614) 466-5400

RHODE ISLAND
Kevin Nelson
Review Coordinator
Department of Administration
Division of Planning
One Capitol Hill, 4th Floor
Providence, Rhode Island 02908-5870
Telephone: (401) 222-2280
FAX: (401) 222-2083

SOUTH CAROLINA
Rodney Grizzle
Budget and Control Board
Office of the Governor
1122 Ladies Street - 12th Floor
Columbia, South Carolina 29201
Telephone: (803) 734-0485
FAX: (803) 734-0645
agrizzle@budget.state.sc.us

TEXAS
Tom Adams
Governors Office
Director, Intergovernmental Coordination
P.O. Box 12428
Austin, Texas 78711
Telephone: (512) 463-1771
FAX: (512) 463-1888
tadams@governor.state.tx.us

UTAH
Carolyn Wright
Utah State Clearinghouse
Office of Planning and Budget
Room 116 State Capitol
Salt Lake City, Utah 84114
Telephone: (801) 538-1535
FAX: (801) 538-1547
cwright@state.ut.us

WEST VIRGINIA
Fred Cutlip, Director
West Virginia Development Office
Building #6, Room 645
State Capitol
Charleston, West Virginia 25305
Telephone: (304) 558-0350
FAX: (304) 558-0362
fcutlip@wvdo.org

WISCONSIN
Jeff Smith, Section Chief
State/Federal Relations
Wisconsin Department of Administration
101 East Wilson Street - 6th Floor
P.O. Box 7868

Madison, Wisconsin 53707
Telephone: (608) 266-0267
FAX: (608) 267-6931
sjt@mail.state.wi.us

WYOMING

Sandy Ross
State Single Point of Contact
Department of Administration and Information
2001 Capitol Avenue, Room 214
Cheyenne, WY 82002
Telephone: (307) 777-5492
FAX: (307) 777-3696
srossl@missc.state.wy.us

TERRITORIES

GUAM

Joseph Rivera, Acting Director
Bureau of Budget and Management Research
Office of the Governor
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FAX: 011-671-472-2825

PUERTO RICO

Jose Cabellero-Mercado
Chairman
Puerto Rico Planning Board
Federal Proposals Review Office
Minillas Government Center
P.O. Box 41119
San Juan, Puerto Rico 00940-1119
Telephone: (809) 727-4444 or
(809) 723-6190
FAX: (809) 724-3270

NORTH MARIANA ISLANDS

Alvaro A. Santos, Executive Officer
Office of Management and Budget
Office of the Governor
Saipan, MP 96950
Telephone: (670) 664-2256
FAX: (670) 664-2272
Contact person: Ms. Jacoba T. Seman
Federal Programs Coordinator
Telephone: (670) 664-2289
FAX: (670) 664-2272

VIRGIN ISLANDS

Nellon Bowry
Director, Office of Management and Budget
#41 Norregade Emancipation Garden
Station
Second Floor
Saint Thomas, Virgin Islands 00802

*Please direct all questions and
correspondence about
intergovernmental review to:
Daisey Millen
Telephone: (809) 774-0750
FAX: (809) 776-0069*

APPENDIX F

State Agencies Administering the STOP Violence Against Women Formula Grants Program

**STOP Violence Against Women Formula Grants Program
List of Designated State Agencies
State Contacts**

Alabama

Mr. Doug Miller
Division Chief
**Alabama Department of Economic &
Community Affairs**
Law Enforcement/ Traffic Safety Division
401 Adams Ave. - P.O. Box 5690
Montgomery, Alabama 36103-5690
(334) 242-5843 (Direct Line)
(334) 242-5803 (Main Number)
(334) 242-0712-fax

Alaska

Trisha Gentle
Executive Director
Council on Domestic Violence & Sexual Assault
P.O. Box 111200
Juneau, Alaska 99811
(*Street address-450 Whittier St., Rm. 207--
Juneau, Alaska 99811)
(907) 465-4356; (907) 465-3627-fax

American Samoa

La'aulii A. Filoiali
Executive Offices of the Governor
Criminal Justice Planning Agency
Pago Pago, American Samoa 96799
[011](684) 633-5221
[011](684) 633-7552

Arizona

Donna Irwin, Program Manager
(dirwin@azgov.state.az.us)
Governor's Office for Domestic Violence
Prevention
1700 West Washington, Suite 101-F
Phoenix, Arizona 85007
(602) 542-1773; (602) 542-5522-fax

Arkansas

Jerry Duran, Administrator
Office of Intergovernmental Services
Department of Finance and Administration
1515 West 7th Street; Room 417
Little Rock, Arkansas 72201
(501) 682-1074; (501) 682-5206-fax

California

Ann Mizoguchi, Program Manager
(AnnM@ccjpl.ocjp.ca.gov)
Sexual Assault/DV Branch
Governor's Office of Criminal Justice Planning
1130 K Street, Suite 300
Sacramento, California 95814
(916) 323-7615; (916) 324-9167-fax

Colorado

Wendell Graham, Planning Grants Officer
Colorado Victims Program
Division of Criminal Justice
Department of Public Safety
700 Kipling Street, Suite 1000
Denver, Colorado 80215
(303) 239-5728; (303) 239-5743-fax

Connecticut

Lisa Secondo
Planning Specialist
Policy Development & Planning Division
Office of Policy and Management
450 Capitol Ave.
Mail Stop #52-CPD
PO Box 341441
Hartford, Connecticut 06134
(860) 418-6391; (860) 418-6496-fax

Delaware

Gail Rohm, Planning Coordinator
Delaware Criminal Justice Council
Carvel State Office Building, 10th Floor
820 N. French Street
Wilmington, Delaware 19801
302/577-5030; (302) 577-3440-fax

District of Columbia
Eunice Pierre
STOP Grants Coordinator
Office of Grants Management & Development
717 14th Street, NW, Suite 1200
Washington, D.C. 20005
(202) 727-6537; (202) 727-1617 or
(202) 727-1645-fax

Florida
Pat Barrett
Deputy Director
Governor's Task Force on Domestic Violence
Department of Community Affairs
2555 Shumard Oak Blvd.
Tallahassee, Florida 32399-2100
(850) 414-8312; (850) 922-6720-fax

Georgia
Michele Jordan
Assistant Division Director
Criminal Justice Coordinating Council
503 Oak Place, Suite 540
Atlanta, Georgia 30349
(404) 559-4949; (404) 559-4960-fax

Guam
Cecila A.Q. Morrison
Executive Director
Governor's Community Outreach
Federal Programs Office
Office of the Governor
P.O. Box 2950
Agana, Guam 96913
(FedEx.: 205-207 E. Sunset Blvd. Tiyan, Guam
96913)
[011] (671) 472-9162
[011] (671) 477-4826-fax

Hawaii
Tony Wong
Planning Specialist
Resource Coordination Division
Department of the Attorney General
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Honolulu, Hawaii 96813
(808) 586-1096; (808) 586-1373-fax

Idaho
Steve Raschke
Grants Management Supervisor
Idaho Department of Law Enforcement
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(208) 884-7042; (208) 884-7094-fax

Illinois
Robert Taylor, Senior Associate
(RTaylor@icjia.state.il.us)
Federal and State Grants Division
Illinois Criminal Justice Information Authority
120 South Riverside Plaza, Suite 1016
Chicago, Illinois 60606
(312) 793-8550; (312) 793-8422-fax

Indiana
Ms. Melissa Moland
Criminal Justice Institute
302 W. Washington Street
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Indianapolis, Indiana 46204
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Iowa
Rebecca Kinnamon
Program Coordinator
Governor's Alliance on Substance Abuse
Lucas State Office Building
East 12th & Grand
Des Moines, Iowa 50319
(515) 242-6379; (515) 242-6390-fax

Kansas
Juliene A. Maska
Victims' Rights Coordinator
Office of the Attorney General
2nd Floor Judicial Center
120 SW 10th Ave.
Topeka, Kansas 66612-1597
(785) 296-2215; (785) 291-3875-fax

Kentucky
Donna Langley, Program Coordinator
Division of Grants Management Kentucky
Justice Cabinet
403 Wapping Street
Bush Building, 2nd Floor
Frankfort, Kentucky 40601
(502) 564-3251 (502) 564-4840-fax

Louisiana
Susan DeVenney, Program Manager
Louisiana Commission on Law Enforcement
1885 Wooddale Boulevard
Room 708
Baton Rouge, Louisiana 70806-1511
(225) 925-1757; (225) 925-1998-fax

Maine
Peter Brough
STOP Grant Administrator
Maine Department of Public Safety
164 State House Station
Augusta, Maine 0433-0164
(207) 624-8756 (Direct Line)
(207) 624-8763; (207) 624-8768-fax

Maryland
Pat Baker-Simon, VAWA Coordinator
Governor's Office of Crime Control & Prevention
300 East Joppa Road
Suite 1105
Towson, Maryland 21286-3016
(410) 321-3521 ext. 356;
(410) 321-3116-fax

Massachusetts
Marilee Kenney Hunt, Director
VAWA Grant Program
Executive Office of Public Safety Programs
Division
(Massachusetts Committee on Criminal Justice)
1 Ashburton Place, Suite 2110
Boston, MA 02108
(617) 727-6300; (617) 727-5356-fax

Michigan
Cheryl Sibilsky
Interim Executive Director
Family Independence Agency
235 South Grand Ave.
Suite 508
Lansing, Michigan 48933
(517) 373-0076; (517) 241-8903-fax

Minnesota
Claudie Ahrens
Grants Administrator
Minnesota Center for Crime Victim Services
245 East 6th Street
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St. Paul, Minnesota 55101
(651) 282-6256; (651) 296-5787-fax

Mississippi
Herbert Terry, Director
Office of Justice Programs
Division of Public Safety Planning
Mississippi Department of Public Safety
P.O. Box 23039
Jackson, Mississippi 39225-3039
(601) 359-7880; (601) 359-7832-fax

Missouri
Vicky Scott,
Victim Assistance Program Specialist
Missouri Department of Public Safety
P.O. Box 749
Jefferson City, Missouri 65102-0749
(573) 751-4905; (573) 751-5399-fax

Montana
Nancy Knight
Program Coordinator
Montana Board of Crime Control
3075 North Montana Avenue
(or PO Box 201408)
Helena, Montana 59620-1408
(406) 444-1995; (406) 444-4722-fax

Nebraska
LaVonna Evans
Federal Aide Administrator
Nebraska Commission on Law Enforcement &
Criminal Justice
P.O. Box 94946
301 Centennial Mall South
Lincoln, Nebraska 68509
(402) 471-2194; (402) 471-2837-fax

Nevada
Darlene Whitworth
STOP Grant Administrator
Office of the Attorney General
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Carson City, Nevada 89701-4717
(775) 684-1124; (702) 684-1108-fax

New Hampshire
Mark C. Thompson
Director of Administration
State of New Hampshire
Department of Justice
33 Capitol Street
Concord, New Hampshire 03301
(603) 271-1234; (603) 271-2110-fax

New Jersey
Gail Faille, Chief
Office of Victim-Witness Advocacy
Division of Criminal Justice
Department of Law and Public Safety
Hughes Justice Complex
P.O. Box 085
Trenton, NJ 08625
(609) 588-3999 (Direct Line)
(609)588-3175; (609) 588-7890-fax

New Mexico
Sheila Allen
VAWA Program Grant Manager
Crime Victims' Reparation Commission
8100 Mountain Road, NE - Suite 106
Albuquerque, New Mexico 87110
(505) 841-9432; (505) 841-9437-fax

New York
Beth Ryan, Program Coordinator
Office of Funding and Program Assistance
New York State Division of Criminal Justice
Services
Executive Park Tower
Stuyvesant Plaza
Albany, New York 12203
(518) 485-7913; (518) 485-8357-fax

North Carolina
Barry Bryant, Administrator
Division of Governor's Crime Commission
Department of Crime Control & Public Safety
1201 Front Street
Raleigh, North Carolina 27609
(919) 733-4564; (919) 733-4625-fax

North Dakota
Mary Dasovick
Domestic Violence/Rape Crisis
Division of Maternal & Child Health
Department of Health
600 East Boulevard
Bismarck, North Dakota 58505-0200
(701) 328-3340; (701) 328-1412-fax

Northern Mariana Islands
Harry C. Blanco, Executive Director
Criminal Justice Planning Agency
P.O. Box 1133 CK
Fed.Ex.: CJPA, c/o Office of the Governor,
Capitol Hill
Saipan, Northern Mariana 96950
(670) 664-4550;(670) 664-4560 fax

Ohio
Stephanie Graubner
(Graubner@ocjs.state.oh.us)
VAWA Grants Coordinator
Office of Criminal Justice Services
400 East Town Street, Suite 300
Columbus, Ohio 43215
(614) 728-8738; (614) 466-0308-fax

Oklahoma
Louietta Jones
Director of Federal Programs
District Attorneys Council
2200 Classen Boulevard, Suite 1800
Oklahoma City, Oklahoma 73106
(405) 264-5008; (405) 524-5095-fax

Oregon
Renee Kim, Grants Coordinator
Criminal Justice Services Division
Department of State Police
400 Public Service Building
Salem, Oregon 97310
(503) 378-3725 ext. 4148
(503) 378-6993-fax

Pennsylvania
Carol Lavery
Director of the Bureau of Victim Services
Victim Services Program
Commission on Crime & Delinquency
P.O. Box 1167
Harrisburg, PA 17108-1167
(717) 783-0551 ext. 3093
(717) 772-4331-fax

Puerto Rico
Lilia Luciano
Project Coordinator
The Commission for Women's Affairs
Box 11382
Fernandez Juncos Station
San Juan, Puerto Rico 00910
(FedEx.: 151 San Francisco Street
Old San Juan, Puerto Rico 00901)
(787) 721-7676; (787) 723-3611-fax

Rhode Island
Kirsten Martineau
Interim VAWA Coordinator
Governor's Justice Commission
One Capitol Hill, 4th Floor
Providence, Rhode Island 02908
(401) 222-5349; (401) 222-1294-fax

South Carolina
"BJ" (Barbara Jean) Nelson
Project Administrator
Department of Public Safety
Office of Safety and Grants
5400 Broad River Road
Columbia, SC 29210-4088
(803) 896-8712; (803) 896-8714-fax

South Dakota
Susan Sheppick
Program Specialist
Domestic Abuse Programs
Department of Social Services
700 Governors Drive
Pierre, South Dakota 57501-2291
(605) 773-4330; (605) 773-6834-fax

Tennessee (Relocating 2/00)
Terry Hewitt
STOP Coordinator
Office of Criminal Justice Programs
Department of Finance & Administration
1400 Andrew Jackson Building
Nashville, TN 37243-1700
(615) 532-3355; (615) 532-2989-fax

Texas
Amiee Snoddy
Program Coordinator
Criminal Justice Division
Office of the Governor
P.O. Box 12428
Austin, Texas 78711
(512) 463-1924 (Direct Line)
(512) 463-1936; (512) 475-2440-fax

Utah
Christine Watters, Program Manager
Utah Office of Crime Victims Reparations
350 East 500 South
Salt Lake City, Utah 84111-3326
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Vermont

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APPENDIX G

State Agencies Administering the Byrne Formula Grants Program

State Offices Administering
The Edward Byrne Memorial State and Local Law Enforcement Assistance
Formula Grant Program

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ARKANSAS

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APPENDIX H

State Domestic Violence and Sexual Assault Coalitions

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National Coalition Against Domestic Violence
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Washington, D.C. 20002
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Alabama Coalition Against Domestic Violence
P.O. Box 4762
Montgomery, AL 36101
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FAX: 334-832-4803

Alaska Network on Domestic Violence and Sexual Assault
130 Seward Street, Room 501
Juneau, AK 99801
Phone: 907-586-3650
FAX: 907-463-4493

Arizona Coalition Against Domestic Violence
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Phoenix, AZ 85013
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FAX: 602-279-2980

Arkansas Coalition Against Domestic Violence
#1 Sheriff Lane, Suite C
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California Alliance Against Domestic Violence
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Colorado Domestic Violence Coalition
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Connecticut Coalition Against Domestic Violence
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FAX: 860-249-1408

D.C. Coalition Against Domestic Violence
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Washington, DC 20013
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FAX: 202-387-5684

Delaware Coalition Against Domestic Violence
P.O. Box 847
Wilmington, DE 19899
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FAX: 302-658-5049

Georgia Advocates for Battered Women and Children
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Atlanta, GA 30312
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FAX: 404-524-5959

Hawaii State Coalition Against Domestic Violence
98-939 Moanalua Road
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FAX: 808-486-5169

Idaho Coalition Against Sexual and Domestic Violence
815 Park Blvd., Suite 140
Boise, ID 83712
Phone: 208-384-0419
FAX: 208-331-0687

Illinois Coalition Against Domestic Violence
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Springfield, IL 62703
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Indiana Coalition Against Domestic Violence
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Iowa Coalition Against Domestic Violence
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FAX: 515-244-7417

Kansas Coalition Against Sexual and Domestic Violence
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FAX: 785-232-9937

Kentucky Domestic Violence Association
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Louisiana Coalition Against Domestic Violence
P.O. Box 77308
Baton Rouge, LA 70809-7308
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FAX: 504-751-8927

Maine Coalition for Family Crisis Services
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Bangor, ME 04401
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FAX: 301-809-0422

Massachusetts Coalition of Battered Women's
Service Groups/Jane
Doe Safety Fund
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FAX: 617-248-0902

Michigan Coalition Against Domestic Violence
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Minnesota Coalition for Battered Women
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Missouri Coalition Against Domestic Violence
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Mississippi State Coalition Against Domestic
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Montana Coalition Against Domestic Violence
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Lincoln, NE 68508-2253
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New Hampshire Coalition Against Domestic and
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Fax: 603-228-6096

New Jersey Coalition for Battered Women
2620 Whitehorse/Hamilton Square Road
Trenton, NJ 08690
TOLL-FREE: for Battered Lesbians:
800-224-0211 (in NJ only)
Phone: 609-584-8107
FAX: 609-584-9750

New Mexico State Coalition Against Domestic
Violence
P.O. Box 25266
Albuquerque, NM 87125
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New York State Coalition Against Domestic
Violence
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Phone: 518-432-4864
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North Carolina Coalition Against Domestic
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301 West Main Street, Suite 350
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North Dakota Council on Abused Women's
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State Networking Office
418 East Rosser Avenue, Suite 320
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Phone: 701-255-6240
FAX: 701-255-1904

Ohio Domestic Violence Network
4041 North High Street, Suite 400
Columbus, OH 43214-3247
TOLL-FREE: 800-934-9840
Phone: 614-784-0023
FAX: 614-784-0033

Oklahoma Coalition Against Domestic Violence
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TOLL-FREE: 800-522-9054
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Pennsylvania Coalition Against Domestic
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Phone: 717-545-6400
FAX: 717-671-8149

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South Carolina Coalition Against Domestic
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FAX: 615-383-2967

Texas Council on Family Violence
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Domestic Violence Advisory Council
120 North 200 West, Suite 425
Salt Lake City, UT 84103
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Vermont Network Against Domestic Violence
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Virginians Against Domestic Violence
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Phone: 360-407-0756
FAX: 360-352-4078

West Virginia Coalition Against Domestic
Violence
P.O. Box 85
181B Main Street
Sutton, WV 26601-0085
Phone: 304-965-3552
FAX: 304-765-5071

Wisconsin Coalition Against Domestic Violence
1400 East Washington Avenue, Suite 232
Madison, WI 53703-3041
Phone: 608-255-0539
FAX: 608-255-3560

Wyoming Coalition Against Domestic Violence
and Sexual Assault
P.O. Box 236
Laramie, WY 82073
Phone: 307-755-5481
FAX: 307-755-5482

Alabama Coalition Against Rape
P.O. Box 4091
Montgomery, AL 36102-4091
(334) 286-5980

Alaska Network on Domestic Violence and Sexual Assault
130 Seward Street, Suite 501
Juneau, AK 99801
(907) 586-3650

Arkansas Coalition Against Violence to Women and Children
523 Louisiana, Suite 230
Little Rock, AR 72201
(800) 269-4668
(501) 399-9486

California Coalition Against Sexual Assault Rape Prevention Resource Center
1611 Telegraph Avenue, Suite 1515
Oakland, CA 94612
(800) 9CAL-CASA
(510) 839-8825

Colorado Coalition Against Sexual Assault (CCASA)
P.O. Box 18663
Denver, CO 80218
(303) 861-7033

Connecticut Sexual Assault Crisis Services, Inc. (CONNSACS)
110 Connecticut Blvd.
East Hartford, CT 06108
(860) 282-9881

Florida Council of Sexual Abuse Services, Inc.
410 Office Plaza Drive
Tallahassee, FL 32301
(850) 671-5150

Georgia - GNESA c/o HODAC's Rape Crisis Program
2762 Watson Blvd.
Warner Robins, GA 31093
Hotline: (912) 953-5675
(404) 377-1429

Hawaii State Coalition Against Sexual Assault
1164 Bishop Street, Suite 124
Honolulu, HI 96813
(808) 595-0174

Idaho Coalition Against Sexual & Domestic Violence
815 Park Boulevard, Suite 140
Boise, ID 83712-7738
(208) 384-0419

Illinois Coalition Against Sexual Assault (ICASA)
123 S. 7th Street, Suite 500
Springfield, IL 62701-1302
(217) 753-4117

Indiana Coalition Against Sexual Assault (INCASA)
2511 E. 46th Street, Suite N-3
Indianapolis, IN 46205
(317) 568-4001

Iowa Coalition Against Sexual Assault (Iowa CASA)
2603 Bell Street, Suite 102
Des Moines, IA 50321-1120
(515) 244-7424

Kansas Coalition Against Sexual and Domestic Violence (KCSDV)
820 SE Quincy, Suite 416B
Topeka, KS 66612
(913) 232-9784

Kentucky Association of Sexual Assault Programs, Inc.
P.O. Box 602
Frankfort, KY 40602-0602
(502) 226-2704

Louisiana Foundation Against Sexual Assault (LaFASA)
P.O. Box 40
685 W. Railroad Ave., Suite A
Independence, LA 70443-0040
Hotline: 800-960-7273
Office: 504-878-3849

Maine Coalition Against Sexual Assault
3 Mulliken Court
Augusta, ME 04330
207-626-0034

Maryland Coalition Against Sexual Assault
7257 Parkway Drive, Suite 208
Hanover, MD 21076
Hotline: 800-656-HOPE
Office: 410-974-4507 or toll-free 800-983-RAPE (7273)
Massachusetts Coalition Against Sexual Assault
146 West Boylston
Worcester, MA 01608
508-852-7600

Michigan Coalition Against Domestic & Sexual Violence
913 W. Homes, Suite 211
Lansing, MI 48910
517-887-9334

Minnesota Coalition Against Sexual Assault (MCASA)
2344 Nicolett Ave. S #170A
Minneapolis, MN 55404
612-872-7734

Mississippi Coalition Against Sexual Assault
Department of Health - Mississippi State
P.O. Box 4172
5455 Executive Place Drive
Jackson, MS 39296-4172
601-987-9011

Missouri Coalition Against Sexual Assault
P.O. Box 16771
St. Louis, MO 63105
816-931-4527

Nebraska Domestic Violence & Sexual Assault Coalition
315 South 9th Street, #18
Lincoln, NE 68508
Hotline: 800-876-6238 – Within Nebraska, to reach local center
402-476-3256

New Hampshire Coalition Against Domestic and Sexual Violence
P.O. Box 353
Concord, NH 03302-0353
Hotline: 800-852-3388 or 800-735-2964 (TDD/Voice)
603-224-8893

New Jersey Coalition Against Sexual Assault (NJCASA)
One Roosevelt Drive
Edison, NJ 08837
Hotline: 908-418-1354
908-846-3586

New Mexico Coalition of Sexual Assault Programs, Inc.
4004 Carlisle, NE, Suite D
Albuquerque, NM 87107
505-883-8020

New York State Coalition Against Sexual Assault
The Women's Building
79 Central Avenue
Albany, NY 12206
518-434-4580

North Carolina Coalition Against Sexual Assault (NCCASA)
174 Mine Lake Court, Suite 1000
Raleigh, NC 27615
919-676-7611

North Dakota Council on Abused Women's Services - Coalition Against Sexual Assault in ND
418 East Rousser #320
Bismarck, ND 58501
800-472-2911 (in state)
701-255-6240

Ohio Coalition on Sexual Assault (OCOSA)
4041 N. High Street, Suite 408
Columbus, OH 43214
614-268-3322

Oklahoma Coalition Against Domestic Violence and Sexual Assault
1323 Kansas
Woodward, OK 73801
405-256-1215

Oregon Coalition Against Domestic and Sexual Violence (OCADSV)
520 NW Davis Street, #310
Portland, OR 97209
Hotline: 800-OCADSV-2
503-223-7411

Pennsylvania Coalition Against Rape (PCAR)
125 Enola Drive
Enola, PA 17025
800-692-7445 (in PA)
717-728-9740

South Carolina Coalition Against Domestic Violence & Sexual Assault
P.O. Box 7776
Columbia, SC 29202-7776
Hotline: 800-260-9293
803-750-1222

South Dakota Coalition Against Domestic Violence and Sexual Abuse
P.O. Box 2000
Eagle Butte, SD 57625
605-964-7233

Tennessee Coalition Against Sexual Assault
P.O. Box 120972
Nashville, TN 37212
Hotline: 800-289-9018
615-386-9406

Texas Association Against Sexual Assault (TAASA)
One Commodore Plaza
800 Brazos, Suite 1040
Austin, TX 78701
512-474-8161

Utah – CAUSE - Coalition of Advocates for Utah Survivors' Empowerment
366 South 500 East Suite 212
Salt Lake City, UT 84102
801-322-5000

Vermont Network Against Domestic Violence and Sexual Assault
P.O. Box 405
Montpelier, VT 05601
Hotline: 800-489-7273 (statewide)
802-223-1302

**Virginians Aligned Against Sexual Assault
(VAASA)**
508 Dale Avenue, Suite B
Charlottesville, VA 22903-4547
804-979-9002

**Washington Coalition of Sexual Assault
Programs (WCSAP)**
110 East Fifth Avenue, Suite 214
Olympia, WA 98501
360-754-7583

**West Virginia Foundation for Rape Information
& Services**
112 Braddock Street
Fairmont, WV 26554
304-366-9500

**Wisconsin Coalition Against Sexual Assault
(WCASA)**
123 E. Main Street, 2nd Floor
Madison, WI 53703-3315
608-257-1516

**Wyoming Coalition Against Domestic Violence
& Sexual Assault**
617 E. Clark Street
Laramie, WY 82070-3227
Hotline: 307-235-2814

**Violence Against Women Office
Office of Justice Programs
810 7th Street NW
Washington, D.C. 20531
(202) 307-6026 / (202) 307-3911 - Fax
<http://www.ojp.usdoj.gov/vawo>**